



# Getting Started Guide

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## **Section I: Preface**

Welcome to the exciting world of the iMediaTouch iSeries software suite!

This guide will get you started with setting up your environment where the iMediaTouch system will be installed on. If you have received a system from OMT Technologies Inc. (from here on in simply referred to as ‘OMT’) that has already been pre-loaded and configured with the software, it is not necessary to use this guide. However, if you are not familiar with configuring particular Windows settings, this guide can help you in the long run.

If you are setting up a network of computer systems for use with the iMediaTouch software, then this guide is for you! This guide includes step-by-step instructions on how you can get your computer system prepared for the iMediaTouch software installation and configuration. Even if you are a novice computer user, this guide will take you through every step to make sure your iMediaTouch software is installed properly.

It is highly recommended that you read through this entire guide first before purchasing your computer systems as there are some points that are discussed that could affect your decisions for various hardware and software choices.

## Section II: Choosing Your Hardware

If you would like OMT to design and build a system that is right for your environment, you can call us at 1-888-665-0501 and talk to a MediaTouch Sales Representative, and we will assist you in providing you with a quality, proven system that can accommodate your particular needs. If you decide that you would like to build your own system, this guide will discuss the particular options you have for purchasing a system that is right for your needs.

### Processor Types

OMT currently builds and recommends computer systems that are based on the Intel Pentium or Celeron processor platforms. These processors have been proven to be reliable and function well with the iMediaTouch software suite. *As of the time of writing, AMD based processors (such as the Duron, Athlon or Thunderbird) are not yet supported.* All OMT software is developed and tested using Intel based processors, and OMT will not support systems that are based on the AMD processor platform.

### Processor Speeds

Choosing a processor speed is directly related to the availability of current hardware and manufacturer releases. This means that if you were to purchase a computer today, you will want to choose a processor that gets you the highest speed for the money. Of course, the faster the processor you will want the more money it will cost. In general, any new Intel based computer you buy today will have plenty of processor power for the needs of the iMediaTouch software. If you are unsure which processor to choose, you can consult a MediaTouch Sales Representative for help on choosing a processor type and speed.

### Memory Requirements

The amount of memory that the iMediaTouch software uses is related to the operating system used and the size of the audio database. The larger the database, the more memory is used. As a guideline, you should not have less than 128 megabytes of memory in any computer running the iMediaTouch software. With Windows 2000 and Windows XP, the operating system will run more efficiently with more memory installed. For this reason, we would recommend installing 256 megabytes of memory for any computer running iMediaTouch software. For servers, a minimum of 512 megabytes of memory is recommended as server-class operating systems tend to have more overhead and run more background applications.

### SCSI vs. IDE & Audio Volumes

The decision to choose a SCSI based hard disk system over the traditional IDE based system depends primarily on the size of your intended network. For most users, using a fast IDE hard disk system will be sufficient. However, in some cases it would be beneficial or even recommended to use a SCSI based hard disk system.

The iMediaTouch software needs to have access to the audio database at ALL times, 24/7/365. This means that your audio storage system needs to be fast, reliable and easily scalable for future needs.

Below is a simple table describing the pros and cons for each hard disk interface:

	Advantages	Disadvantages
IDE Hard Disk Interface	<ul style="list-style-type: none"> <li>- Much cheaper than SCSI per Megabyte</li> <li>- Easier setup</li> <li>- Most often does not require a separate hard disk controller to function</li> <li>- More readily available</li> </ul>	<ul style="list-style-type: none"> <li>- Limited in the number of devices per computer (without using a separate hard disk controller)</li> </ul>
SCSI Hard Disk Interface	<ul style="list-style-type: none"> <li>- Slightly faster transfer rates</li> <li>- Multiple access to the drive simultaneously</li> <li>- Easily scalable</li> <li>- More reliable</li> </ul>	<ul style="list-style-type: none"> <li>- More efficient at processing disk access tasks</li> </ul>

As you can see, each type of interface has its good and bad points. To determine which interface you should be looking at when building your on-air network, take into consideration the following questions:

1. Is my network large? (over 10 computers)
2. Will multiple users need access to the audio often?
3. Am I planning to expand my network in the future?

If you answered yes to any of these questions, you should think about using a SCSI based hard disk interface. Consult a MediaTouch Sales Representative if you need more information about this choice.

## Networking

### Network Speed

When talking about your network infrastructure, there are not many options for speeds. Network speeds are typically measured in mega bits per second (or Mb/s.) There are three standard network speeds for wired networks:

- 10 Mbit
- 100 Mbit
- 1000 Mbit (or 1 Gb or Gigabit)

As of the time of writing, 100 Mbit is the most popular network speed used in today's hardware. This is the recommended network speed for use with the iMediaTouch software suite. Using a gigabit network is only necessary on server class computers where you need to stream audio to a large number of computers simultaneously and continuously.

## Network Adapters

Network adapters can vary in price, which is usually related to the quality of the product. Since the iMediaTouch software relies heavily on a fast, stable network, it is important to choose network adapters that are proven to be reliable over the long run. OMT recommends adapters from [Intel](#) & [3COM](#). Network adapters made by other manufacturers will also be recommended by OMT based on past experience and known reliability.

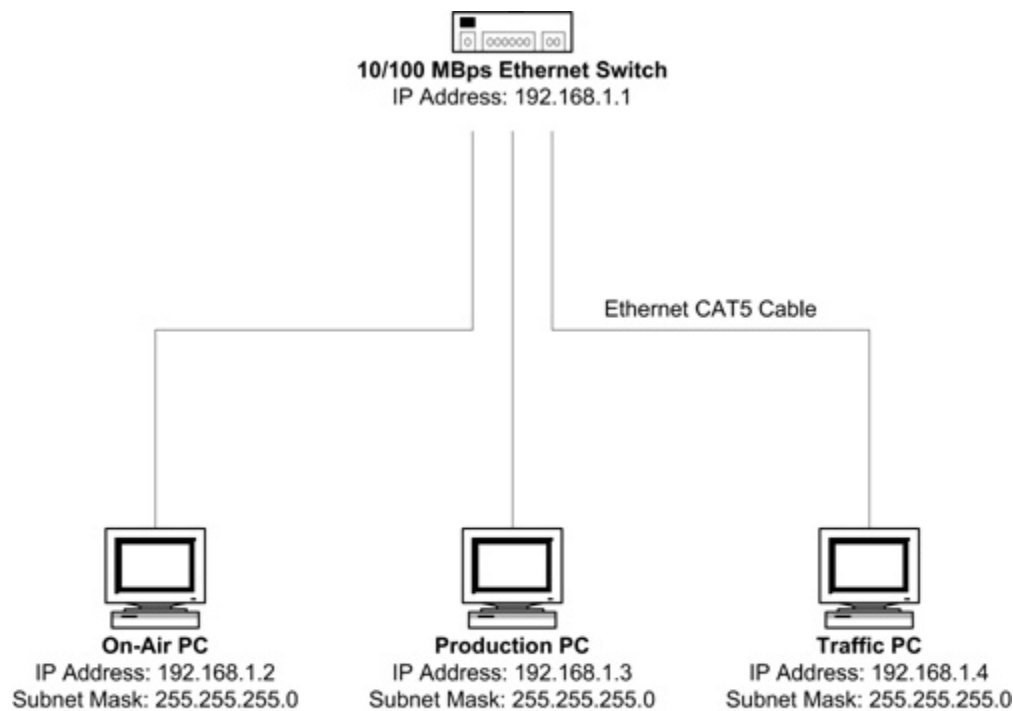
## IP Addressing

The iMediaTouch iSeries suite of software uses the TCP/IP protocol for communication between computers on your network. Since choosing your IP address depends on the type of network you are on, there are a number of different settings that can be used. In any case, OMT recommends using IP addresses that are in the same Class C subnet range for proper communication with our software.

## Network Configurations

Let's consider the following possible network configurations:

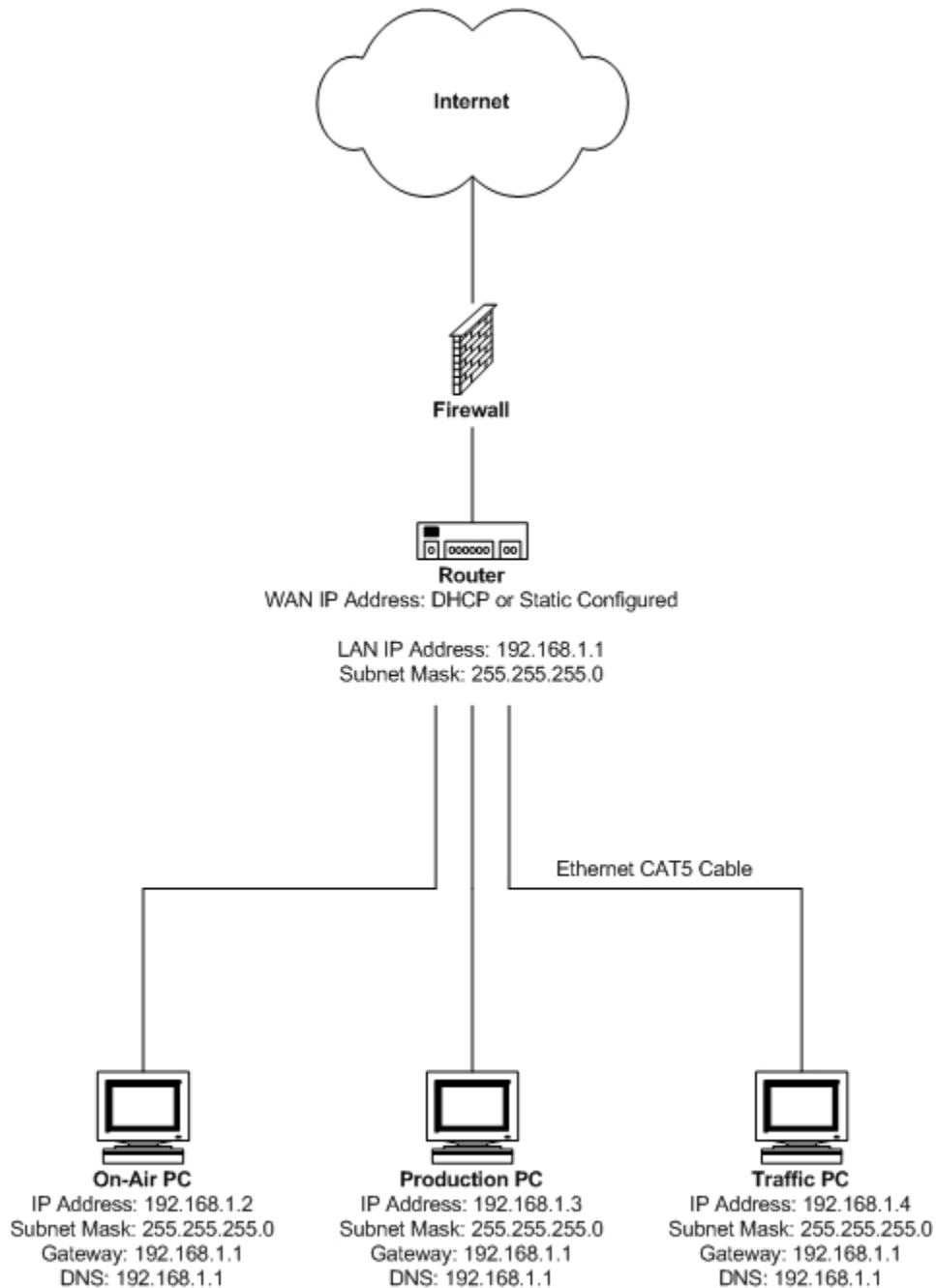
### Simple Network Configuration with Ethernet Switch



### Typical Network Configuration (Isolated)

In this configuration, there are three workstations connected to a central switch. There is no external connection to any outside network in this setup. This is the simplest configuration possible for use with the iMediaTouch software.

## Simple Network Configuration with an Uplink to the Internet



Typical Network Configuration  
(with uplink to the Internet)

This configuration is very similar to the previous one, but includes a connection to the Internet with a hardware router and firewall. If you are going to give Internet access to computers on the iMediaTouch network, this is the recommended method to accomplish this.

## Sound Cards

Choosing a proper sound card for your on-air system is one of the most important components of your computer. Reliability is usually one of the key characteristics that most people use in deciding which audio card to use.

Below is a table listing the recommended audio cards for use with the iMediaTouch software suite, and the characteristics of each card:

Manufacturer and Model	# of Stereo Channels (In / Out)	Digital Out?	Balanced Out?
<a href="#">Antex LX-44</a>	2 / 2	No	Yes
<a href="#">Antex SC2000</a>	2 / 2	Yes	Yes
<a href="#">Digigram VX820</a>	1 / 4	Yes	Yes
<a href="#">Digigram VX222</a>	1 / 1	Yes	Yes
<a href="#">MOTU 2408mk3</a> (Modular)	4 / 4, 8 / 8, 12 / 12, 16 / 16	Yes	Yes
<a href="#">Sound Blaster (PCI512, Live!)</a>	1 / 1	No	No

## Display Adapters

The display is probably one of the least important components when talking about your on-air system. The iMediaTouch software does not require a high-end video adapter to function normally. Video adapters with 16MB of on-board memory are usually sufficient with all iMediaTouch software.

## Other Hardware

Any other hardware that has not been specifically discussed in this section is not relevant, and is mostly up to the customer to decide. If you are unsure about a particular hardware requirement that is not mentioned in this section, please contact a MediaTouch Sales Representative for assistance.

## Section III: Installing Your Hardware

Once you have selected and purchased your computer hardware, it is likely that you will need to physically install some hardware into your computers. **OMT recommends that this step be performed by a qualified I.T. professional to ensure that hardware and latest drivers are properly installed for use with your operating system.**

### Installing Add-On PCI Cards

To install hardware such as PCI audio cards into your computer, shut down your PC and open the computer case. Locate an available PCI slot where you can insert the card. Replace the screw to hold the card in place. Follow this procedure for all PCI cards to be installed in your system.

### Interrupt Requests (IRQs)

An interrupt request (or IRQ) is a channel of which the computer uses to communicate to a particular hardware device inside your computer. Most all PCI cards will use an IRQ to communicate with the other components in your computer.

Some hardware devices (such as video cards, hard disk controllers and network adapters) can share IRQs in your computer, provided that hardware supports IRQ sharing. Some sound cards support IRQ sharing and can function alongside other hardware which uses that same communications channel. When setting up your hardware, it is recommended to try and allocate an IRQ in your computer for your sound card(s) that is not shared with other devices to allow for more stable and reliable operation. Since the iMediaTouch iSeries software relies heavily on the use of the sound cards, it is important to try and reserve these IRQs for use with your sound cards.

All computers have a set number of IRQs which are available to the system. Most of these IRQs are reserved for standard hardware, but some are normally not used and usually assigned to add-on PCI cards installed on the system. Below is a typical IRQ assignment for a computer:

- IRQ 0 – System Timer
- IRQ 1 – Keyboard
- IRQ 2 – Reserved (Sometimes shared with IRQ 2)
- IRQ 3 – Communications Port 2 (COM 2)
- IRQ 4 – Communications Port 1 (COM 1)
- IRQ 5 – Available**
- IRQ 6 – Floppy Disk Controller
- IRQ 7 – LPT (Printer) Port
- IRQ 8 – System CMOS / Real Time Clock
- IRQ 9 – Advanced Configuration Power Interface (ACPI) System
- IRQ 10 – Available**
- IRQ 11 – Available**
- IRQ 12 – PS2 Mouse Port
- IRQ 13 – Numeric Data Processor
- IRQ 14 – Primary IDE Channel
- IRQ 15 – Secondary IDE Channel

As you can see, most IRQs are used for standard hardware inside your PC. There are usually only two or three IRQs available for add-on PCI cards. If you are installing hardware in your PC, you can typically enter the BIOS (Basic Input/Output System) of the computer to manually assign devices to particular IRQs. The BIOS of the computer can usually be found directly after powering on your PC. You will see a message to hit a key to enter the BIOS (sometimes called CMOS).

You will find with most modern computers today that you can only assign IRQs to devices in your computer which are available (such as IRQ 5, 10 and 11). Sometimes by disabling other hardware that you will not be using (such as LPT ports) that you can assign hardware to use these IRQs. Optimally, you want to have as little IRQ sharing as possible with your hardware devices.

## Section IV: Choosing Your Operating System

This section will describe the options you have for choosing the operating system in which iMediaTouch will be installed. As of the time of writing, OMT Technologies Inc. uses and recommends three major operating systems:

Servers:

[Microsoft Windows 2000 Server](#)

Workstations:

[Microsoft Windows 2000 Professional](#)

[Microsoft Windows XP Professional](#)

These three operating systems are very similar, but all should perform the same with respect to the iMediaTouch software suite. Choosing one operating system over another is most dependent on the hardware and drivers that each operating system supports.

## Section V: Installing and Configuring Your Operating System

This section will describe the steps taken in setting up your operating system for use with the iMediaTouch software. This section will assume that you have already had the operating system installed by a trained IT professional and it has been done correctly. This section will also assume that you have already installed the latest drivers for your hardware as indicated by the hardware manufacturer. If you have not yet installed your operating system, we recommend that you follow the documentation that accompanied your operating system. We also recommend that if you have any hardware that does not have the proper drivers installed that you follow the manufacturer's documentation that accompanied your hardware. Once that has been completed, you can then proceed to follow the directions from this point on.

Since we recommend using Windows 2000 or Windows XP with new installations, the remainder of this guide will explain only these two operating system configurations.

### Setting Up Your Display (Windows 2000)

OMT recommends a minimum screen resolution of 1024 by 768 pixels for all software products. In some cases you may use a higher resolution depending on the software you are using, but it is not required and doing so will not offer any advantages.

To change your display resolution, follow these steps:

1. Click **Start**, then **Settings**, and then **Control Panel**.
2. Double-click **Display**.
3. Click on the **Settings** tab at the top of the **Display Properties** window.
4. Under **Colors**, select either **High Color**, or **True Color**.
5. Under **Screen Area**, drag the slider to **1024 by 768 pixels**.
6. Click **OK**. Windows will display a dialog box indicating that it is going to change the settings. Click **OK**. If you are satisfied with the settings, click **OK** again.

### Setting Up Your Display (Windows XP)

The procedure for setting up your display in Windows XP is the same as Windows 2000. Please follow the above steps to configure your display in Windows XP.

### Setting the Computer Name and Workgroup (Windows 2000)

To change your computer name and workgroup in Windows 2000, follow these steps:

1. Click **Start**, then **Settings**, and then **Control Panel**.
2. Double-click **System**.
3. Click on the **Network Identification** tab at the top of the **System Properties** window.
4. Click the **Properties** button.
5. Under **Computer name**, enter the desired name for this computer. Choose a name that represents the use of this computer. (e.g.: TRAFFIC1, PRODUCTION2, etc.)
6. Under **Workgroup**, select a common name for your networked computers.
7. Click **OK**. You will be asked to restart your computer.

## Setting the Computer Name and Workgroup (Windows XP)

To change your computer name and workgroup in Windows XP, follow these steps:

1. Click **Start**, then **Settings**, and then **Control Panel**.
2. Double-click **System**.
3. Click on the **Computer name** tab at the top of the **System Properties** window.
4. Click the **Properties** button.
5. Click the **Change** button.
6. Under **Computer name**, enter the desired name for this computer. Choose a name that represents the use of this computer. (e.g.: TRAFFIC1, PRODUCTION2, etc.)
7. Under **Workgroup**, select a common name for your networked computers.
8. Click **OK**. You will be asked to restart your computer.

When setting up computer names for any computers running OMT software, avoid using spaces in the names as this has been found to cause problems with certain software.

## Assigning IP Addresses

The iMediaTouch iSeries suite of software uses the TCP/IP protocol for communication between computers on your network. Since choosing your IP address depends on the type of network you are on, there are a number of different settings that can be used. In any case, OMT recommends using IP addresses that are in the same Class C subnet range for proper communication with our software.

Let's consider the first example in the previous section to explain how to set up your IP addresses in a simple network configuration with an Ethernet switch.

On-Air PC:  
 IP Address:           192.168.1.2  
 Subnet Mask:        255.255.255.0

## Setting IP Addresses (Windows 2000)

To configure your computer's IP address settings in Windows 2000, follow these steps:

1. Click **Start**, then **Settings**, and then **Control Panel**.
2. Double-click **Network and Dial-Up Connections**.
3. Right-click on the **Local Area Connection** and select **Properties**.
4. Under the components list, double-click on **Internet Protocol (TCP/IP)**.
5. Click on the **Use the following address** radio button, then in the **IP address** field, enter the IP address 192.168.1.2.
6. In the **Subnet Mask** field enter 255.255.255.0.
7. Click **OK** on the **Internet Protocol (TCP/IP) Properties** window.
8. Click **OK** again on the **Local Area Connections** window. Windows will now update the IP address of your network interface card.
9. Close the **Network and Dial-Up Connections** window.

Perform these same steps for each of the computers on your network, but incrementing the final digit of the IP address by one. (e.g.: 192.168.1.3 & 192.168.1.4). This will ensure that all computers connected to the Ethernet switch are capable of proper network communication with the iMediaTouch software.

## Setting IP Addresses (Windows XP)

To configure your computer's IP address settings in Windows XP, follow these steps:

1. Click **Start**, then **Settings**, and then **Control Panel**.
2. Double-click **Network Connections**.
3. Right-click on the **Local Area Connection** and select **Properties**.
4. Under the components list, double-click on **Internet Protocol (TCP/IP)**.
5. Click on the **Use the following address** radio button, then in the **IP address** field, enter the IP address 192.168.1.2.
6. In the **Subnet Mask** field enter 255.255.255.0.
7. Click **OK** on the **Internet Protocol (TCP/IP) Properties** window.
8. Click **OK** again on the **Local Area Connections** window. Windows will now update the IP address of your network interface card.
9. Close the **Network Connections** window.

## Adding Users

To allow access to the shared resources on remote computers, it is recommended to create a new user on your workstation. If you are planning to install OpLOG 32 on a particular computer, this process is done for you during the software install process and does not need to be performed manually. The OpLOG 32 software creates two users on the computer in which the software is installed, called 'OpLOG' and 'MTS'. There is no password set for each of these two usernames. The 'OpLOG' user is typically reserved for on-air computers and the 'MTS' user is typically reserved for all other workstations on your network.

Once we have created the new 'MTS' user on the local workstation, we will be changing the login and password credentials used to log into Windows.

**Note:** Please make sure you are logged in as Administrator, or have administrative privileges prior to proceeding to the next step.

## Adding a New User (Windows 2000)

To add a new user in Windows 2000, follow these steps:

1. Click **Start**, then **Settings**, and then **Control Panel**.
2. Double-click on **Administrative Tools**.
3. Double-click on **Computer Management**.
4. In the tree listing on the left portion of the **Computer Management** screen, click **Local Users and Groups**, then double-click the **Users** folder on the right portion of this screen.
5. Right-click inside the right portion of this screen and select **New User** from the right-click menu.
6. In the **New User** window under **User name**, enter the login name for this new user. In this case, we will use 'MTS'.
7. The **Full name** and **Description** fields are optional and do not need to be filled in for our purposes. You can simply skip these fields.
8. Under **Password** and **Confirm password**, leave these fields blank as we will not be associating a password for the 'MTS' user.
9. Uncheck the **User must change password at next logon** check box.

10. Check the **User cannot change password** check box.
11. Check the **Password never expires** check box.
12. Leave the **Account disabled** box unchecked.
13. Click **Create** at the bottom of the screen, and then click the **Close** button.
14. Right-click on the new 'MTS' user and select **Properties** from the right-click menu.
15. In the **MTS Properties** window, click the **Member Of** tab.
16. Click the **Add** button at the bottom of this screen.
17. In the **Select Groups** window, click the **Administrators** entry, then click the **Add** button. Click the **OK** button at the bottom of this screen.
18. Click **OK** again on the **MTS Properties** window. The 'MTS' user is now added to Windows as an administrator of the system.
19. Close the **Computer Management** window.
20. Close the **Administrative Tools** window.

Now we must log out of Windows and login as 'MTS'.

1. Click **Start**, then **Shut Down**.
2. In the **Shut Down Windows** window, select **Log Off** from the drop-down list, then click **OK**. Windows will now close all your applications and log you off the computer.
3. When the **Log On To Windows** window appears, enter 'MTS' as the user name, then click the **OK** button. You are now logged into Windows as the 'MTS' user.

Perform these same steps for every computer on your network in which any iMediaTouch software will be installed.

### **Adding a New User (Windows XP)**

The procedure for adding users in Windows XP is the same as Windows 2000. Please follow the above steps to add new users in Windows XP.

### **Setting Up Audio Volume(s) (OpLOG 32 On-Air Computers & Servers Only)**

Once you have physically installed your hard drives into your audio server or on-air computer, you will need to create a partition on it and format the drive to prepare it for use. This is only necessary to be performed on the computer to which you will be storing your audio assets.

### **Setting Up Audio Volumes (Windows 2000)**

To create a partition on a new audio volume in Windows 2000, follow these steps:

1. Click **Start**, then **Settings**, and then **Control Panel**.
2. Double-click on **Administrative Tools**.
3. Double-click on **Computer Management**.
4. In the tree listing on the left portion of the **Computer Management** screen, click **Disk Management**.
5. You will now most likely be prompted to create a signature on your new hard disk. Place a check box beside the disk to which a signature will be written and click **Next**.
6. You will now be prompted if you would like to upgrade this disk. If you are unsure what this setting does, uncheck this box then click **Next**.

7. Click **Finish**. You will now be displayed a graphical representation of your new hard disk volume as 'Unallocated'. We will now proceed to partition and format this new hard disk.
8. Right-click on this new volume and select **Create Partition**.
9. Click **Next**.
10. In the **Create Partition Wizard** window, select **Primary partition** under the partition type and click **Next**.
11. Under the **Amount of disk space to use** field, enter the maximum size as indicated by the **Maximum disk space** value. This should already be set by default. Click **Next**.
12. Select **Assign a drive letter** and choose the 'O' drive as your new audio drive letter. Click **Next**.
13. In this next screen, select **Format this partition with the following settings**. In the **Formatting** section under **File system to use**, select **NTFS**. Under **Allocation unit size**, leave this setting as default. In the **Volume label** field, enter 'Audio' as the volume name. Check the **Perform a Quick Format** radio button to do a quick format on this volume. Click **Next**.
14. Click **Finish**. After a few moments, you will now see your new audio volume formatted and ready. Close the **Computer Management** window.

Your new audio volume is now ready for use. The next step is to share this new volume on the network to allow other computers to access the audio database that will eventually be set up on this new hard disk.

To share a new audio volume, follow these steps:

1. From your desktop, double-click on the **My Computer icon**.
2. On your new audio drive marked as the 'O' drive, right-click on it and select **Sharing**.
3. On the **Audio (O:) Properties** window, click the **New Share** button at the bottom of this screen.
4. In the **New Share** window under **Share name**, enter 'Audio' as the share name. Click **OK**. Click **OK** again on the **Audio (O:) Properties** window.

Your new audio volume is now shared and ready for network access.

**Note:** *If you are sharing drives under Windows XP, you **MUST** disable **Simple File Sharing** first before installing any OMT software. Simple File Sharing does not share folders in a way that works correctly with the OMT software, particularly with iMediaTouch OpLOG 32.*

### Setting Up Audio Volumes (Windows XP)

The procedure for setting up audio volumes in Windows XP is the same as Windows 2000. Please follow the above steps to set up audio volumes in Windows XP.

## Mapping Shared Drives

Once you have your audio volumes set up on your audio server and/or OpLOG on-air computers, it is necessary to map these shared folders to other workstations on your network. These shared folders that require drive letter mapping are:

1. Audio
2. Logs (for Voice Tracking and Log Export)
3. OMT Programs (for installing software products; optional)

To map these shared folders, follow these steps:

1. Double-click **My Computer** from the workstation that requires drive letter mapping.
2. In the **Address** window, enter two back-slashes followed by the computer name which has the folders which are shared. (e.g.: [\\COMTOPLOG32](#)) You should now see a list of the shared folders in the **My Computer** window. If this is your audio server, you will see a share called 'audio'. If this is your on-air computer, you will see shares called 'audio' and 'logs'.
3. Right-click on the shared folder and select **Map Network Drive** from the right-click menu.
4. From the **Map Network Drive** window under the Drive drop-down list, select the drive letter to be mapped. If this is your audio share, select the 'O' drive. If this is your logs share, select the 'L' drive. If this is your OMT programs share, select the 'M' drive. Check the box indicating **Reconnect at logon** to allow Windows to connect to this drive letter next time the computer is restarted.
5. Click **Finish**. You should now see your new drive letter mapped from **My Computer**.
6. Follow these steps to map each shared folder on any workstation which requires these shares.

## Configuring Power Management

When using the iMediaTouch software, OMT recommends disabling all power management applications and settings to prevent the computer from going into a standby or sleep mode during normal automated operation.

To disable power management in Windows 2000, follow these steps:

1. Click **Start**, then **Settings**, and then **Control Panel**.
2. Double-click **Display**.
3. In the **Display Properties** window, click the **Screen Saver** tab.
4. Under **Screen Saver**, select **None** from the drop-down list.
5. Click the **Power** button near the bottom of the screen. If this Power button is grayed out, then you have already disabled power management from the BIOS of the computer. If this is true, then proceed to the next section. Otherwise, follow the rest of these steps.
6. In the **Power Options Properties** window under the **Settings for Home/Office Desk power scheme**, and beside the **Turn off monitor setting**, select **Never**. Beside the **Turn off hard disks** setting, select **Never**. Beside the **System standby** setting, select **Never**.
7. Click **OK** on the **Power Options Properties** window.
8. Click **OK** again on the **Display Properties** window.
9. Close the **Control Panel**.

## Configuring Windows Sounds

By default, Windows will be installed with Windows sounds enabled. These sounds should be disabled on any computer running OpLOG 32 to prevent Windows sounds from being played on your on-air chain.

### Disabling Windows Sounds (Windows 2000)

To disable these sounds in Windows 2000, follow these steps:

1. Click **Start**, then **Settings**, and then **Control Panel**.
2. Double-click **Sounds and Multimedia**.
3. In the **Sounds and Multimedia Properties** window under **Scheme**, select **No Sounds** from the drop-down list.
4. Click **OK**.
5. Close the **Control Panel**.

### Disabling Windows Sounds (Windows XP)

To disable these sounds in Windows XP, follow these steps:

1. Click **Start**, then **Settings**, and then **Control Panel**.
2. Double-click **Sounds and Audio Devices**.
3. In the **Sounds and Audio Devices** window, click the **Sounds** tab.
4. Under **Sound Scheme**, select **No Sounds**.
5. Click **OK**.
6. Close the **Control Panel**.

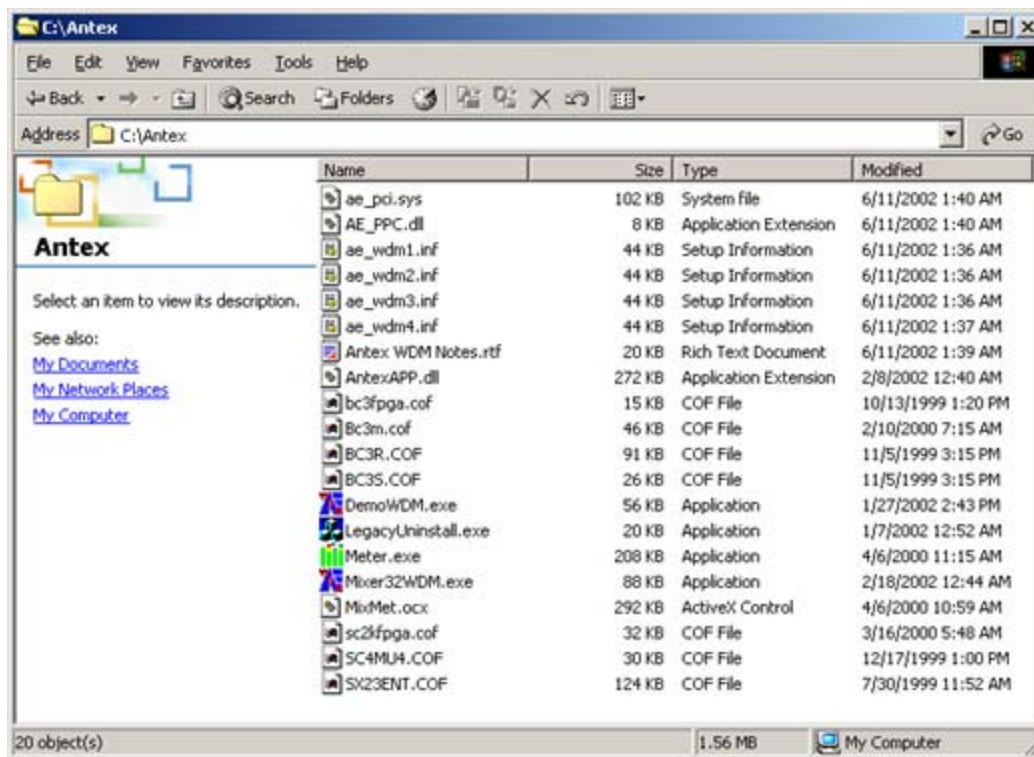
## Setting Up Audio Cards

The audio card installation procedure is most critical with iMediaTouch software. It requires that the driver and mixer be set up correctly for each computer using iMediaTouch software to allow for proper playback and recording within the software. **It is highly recommended that if you are installing and configuring any of the audio cards described in this section that you follow the directions exactly as shown, or you risk having your software perform incorrectly.**

### Antex LX-44 Audio Card

This section discusses the steps taken to install and configure the Antex LX-44 audio cards in Microsoft Windows.

To obtain the drivers for Windows 2000, please contact a MediaTouch Support Representative to have the latest WDM drivers sent to you. When you receive the drivers, it will be in the form of a ZIP file. **DO NOT** install the legacy drivers found on the Antex web site as these drivers are not approved for use with iMediaTouch software under Windows 2000/XP. Extract the contents of the ZIP file using a program like [WinZip](#) to a new folder on your 'C' drive called 'Antex'. The path to your drivers will be 'C:\Antex'. Once the files are extracted, you should see a list of files as shown below.



At this point, shut down your computer and install the Antex card(s) into an available PCI slot.

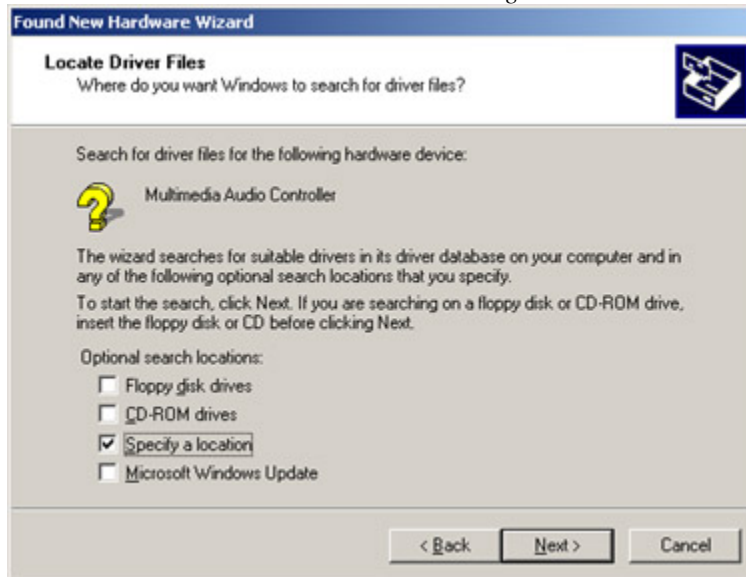
After installing the audio card(s) into your computer and logging in, Windows should automatically detect the audio device(s).



Click 'Next' to continue.



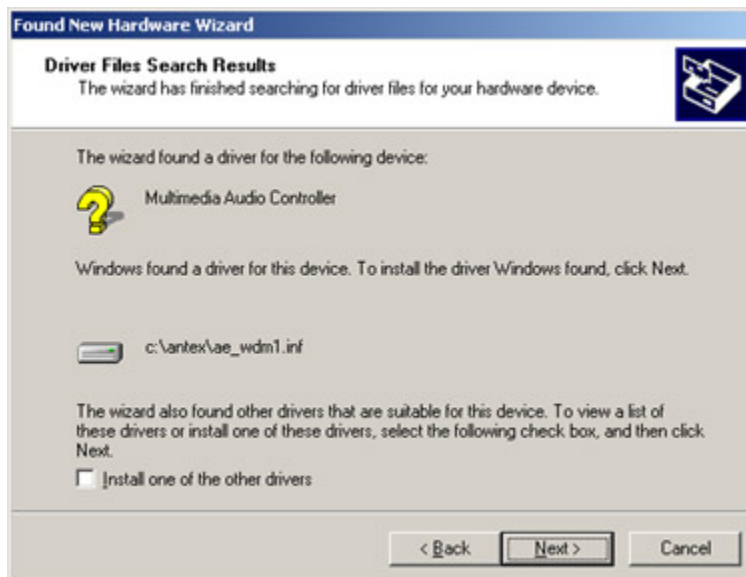
You should be automatically prompted to 'Search for a suitable driver for my device (recommended)'. Make sure this selection is highlighted and click 'Next'.



Select 'Specify a location' and click 'Next'.



Type the path to your drivers located in the 'C:\Antex' folder. Click 'OK'.



Windows will prompt you to confirm that it has found the drivers for the audio card and display the path to the driver file. Click 'Next'.

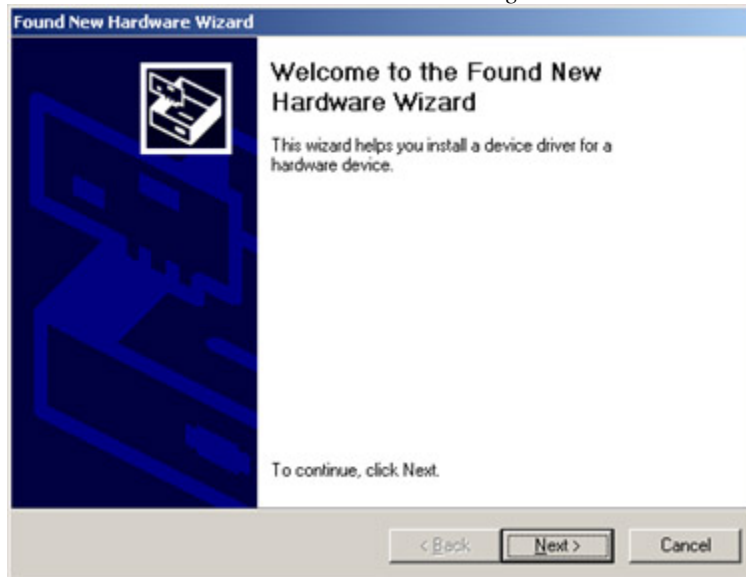


Windows will now prompt you to confirm that the drivers you are installing will be compatible with the operating system. Since the driver is not a Microsoft certified driver, you will be asked if you wish to continue the installation. Click 'Yes'.



The driver for your audio card is now installed. Click 'Finish'.

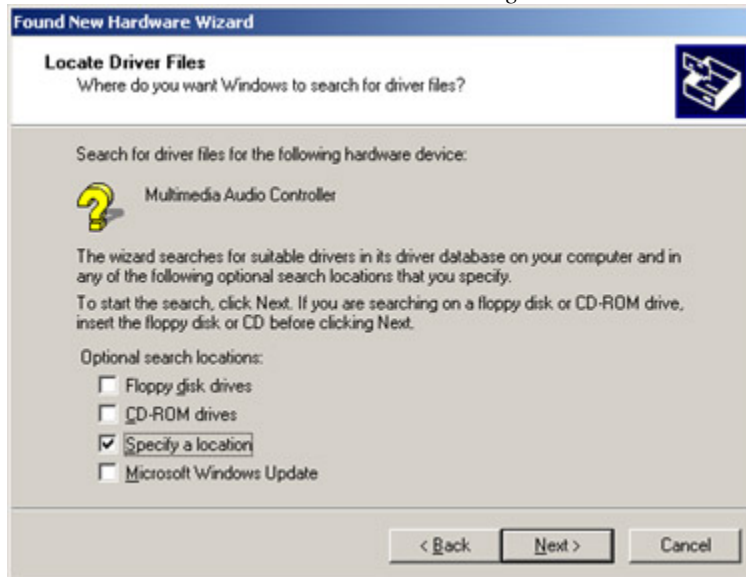
If you have installed multiple audio cards for use with the OMT software, you will be prompted to install the drivers for the second and subsequent audio cards found in the system. The method to install a second audio card driver is slightly different.



Click 'Next' to continue.



Select 'Search for a suitable driver for my device (recommended)' and click 'Next'.



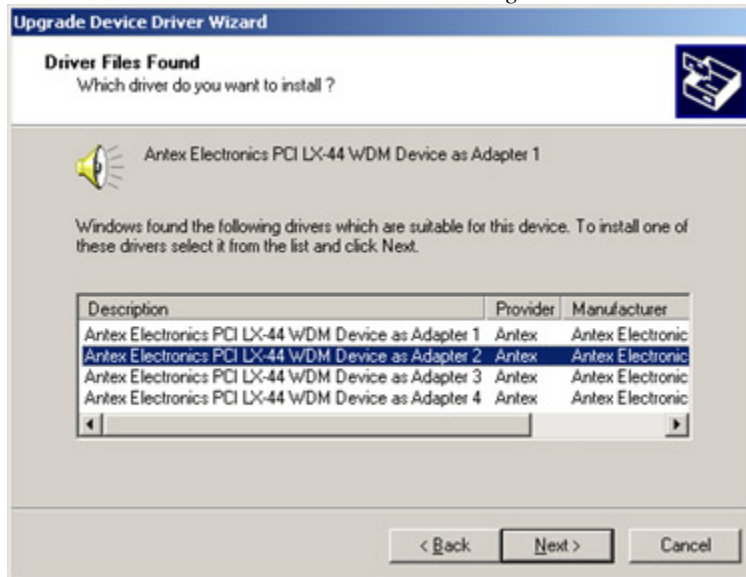
Select 'Specify a location' and click 'Next'.



Type the path to your drivers located in the 'C:\Antex' folder. Click 'OK'.



Windows will prompt you to confirm that it has found the drivers for the audio card and display the path to the driver file. Click 'Install one of the other drivers' and click 'Next'.



Select the ‘Antex Electronics PCI LX-44 WDM Device as Adapter 2’ and click ‘Next’.



Windows will now prompt you to confirm that the drivers you are installing will be compatible with the operating system. Click ‘Yes’.



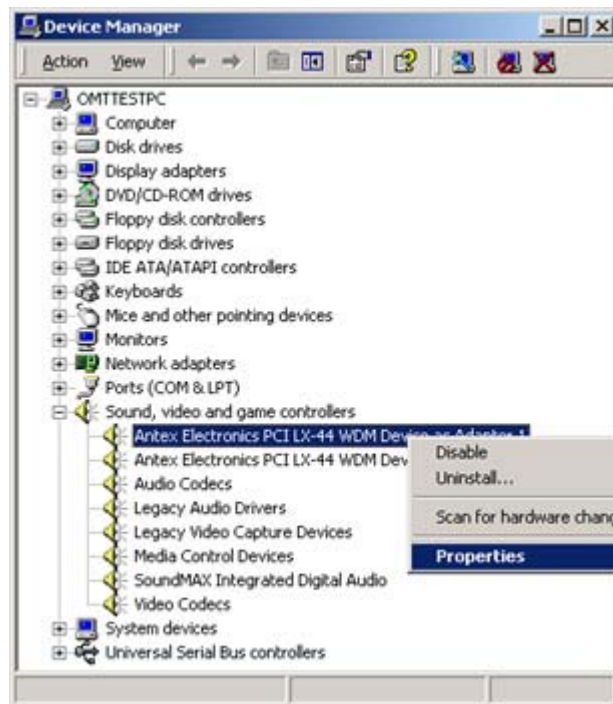
The driver for your second audio card is now installed. Click 'Finish'.



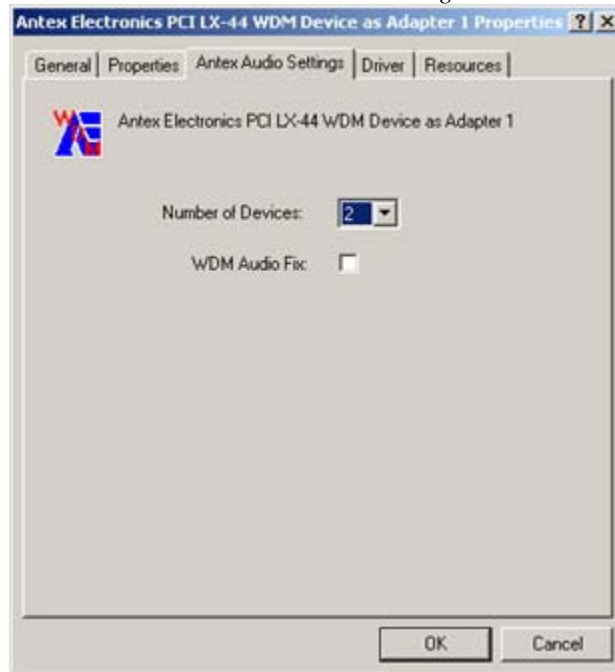
You will then be asked to restart your computer to complete the installation. Close all open programs and click 'Yes' to restart your computer.

Once your computer has restarted, you will need to set the number of devices each audio card will be set for. The options are 2, 3 or 4 devices for each audio card. For the purposes of the OMT software, we only need to set each card for 2 devices each.

Right-click the 'My Computer' icon on the desktop and select 'Properties'. From the 'System Properties' window, select the 'Hardware' tab, then click the 'Device Manager' button.

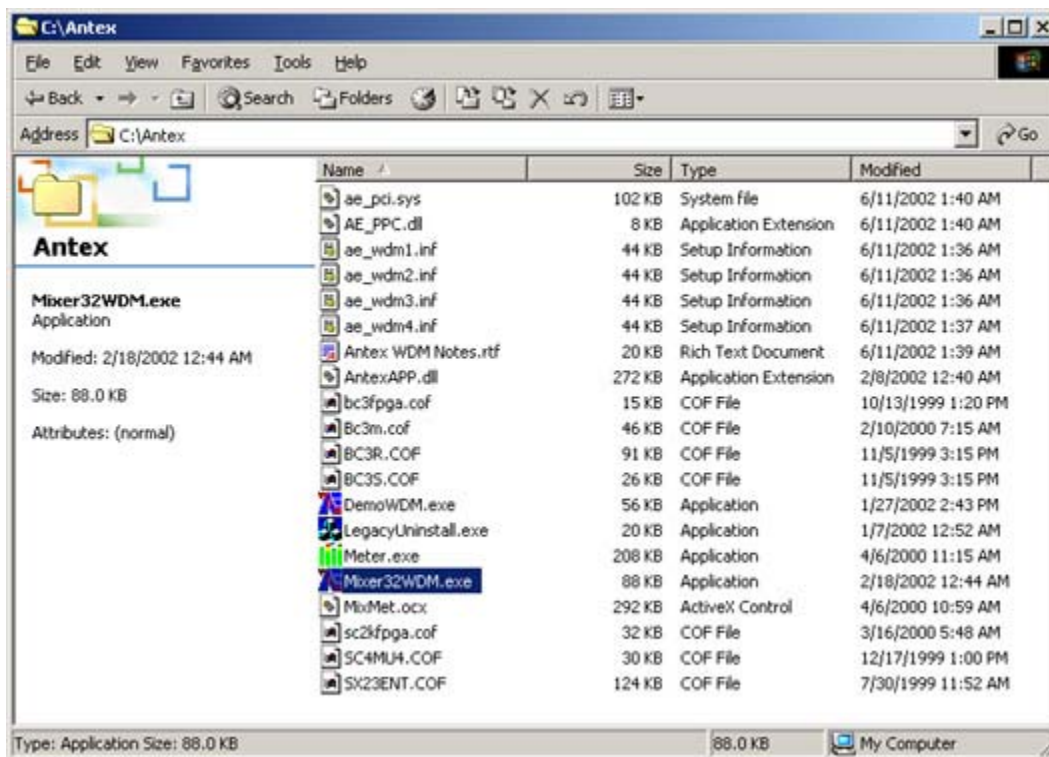


Click the '+' sign on 'Sound, video and game controllers' and you should see your Antex card(s) listed. Right-click on each card and select 'Properties' from the right-click menu.



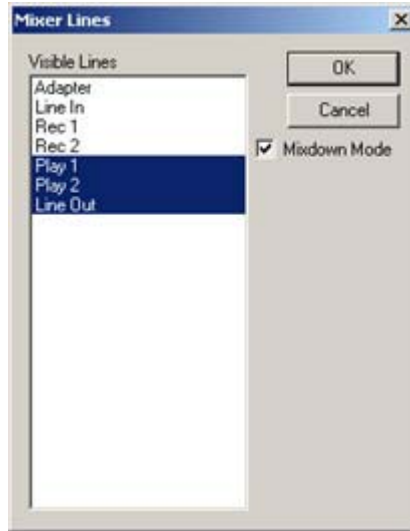
Click the ‘Antex Audio Settings’ tab and change the ‘Number of Devices’ drop-down list setting to 2. Click ‘OK’. Repeat this same procedure for each audio card listed under the ‘Sound, video and game controllers’ option.

By default, the mixer settings should be setup for proper output to your audio console or audio router. If you need to make changes to the mixer, you can run the Antex mixer from the ‘Antex’ folder on the ‘C’ drive.

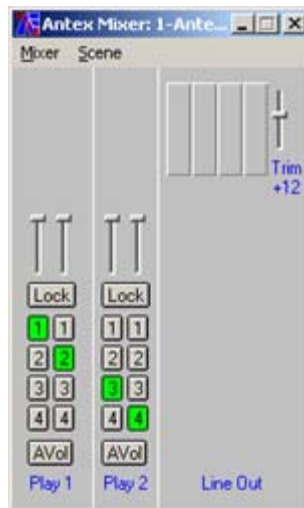


Double-click the ‘Mixer32WDM.exe’ file from this folder to launch the Antex mixer.

If you wish to change the displayed mixer lines from the Antex mixer, click 'Mixer' from within the Antex mixer and select 'Lines'. You should only need to see the following mixer lines.



Perform the same steps on each mixer for each audio card as needed.



This is the proper audio routing settings for discreet 2 channel output from a single Antex card. Perform the same steps to view the audio routing configuration for each audio card installed on your computer.

Your Antex audio card(s) should now be installed and configured for use with the iMediaTouch software.

## MOTU Audio Cards

This section discusses the steps taken to install and configure a MOTU audio card in Microsoft Windows. Please make sure you follow these steps exactly as described or you risk having your audio card improperly installed and configured for our software.

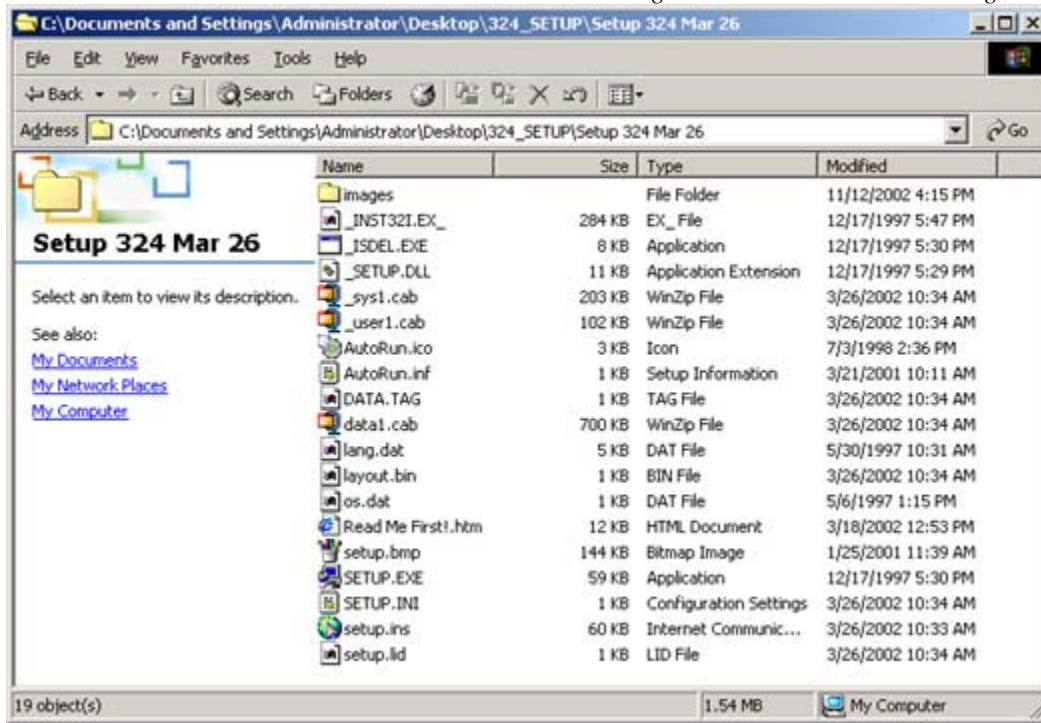
Connect to the Internet (if possible) and download the latest drivers from the MOTU website at <http://www.motu.com> . Click the 'Downloads' button on the top of the screen, then under your operating system click the PCI-324 Software.

If you do not have an Internet connection, use the drivers supplied on CDROM that accompanied your audio card.

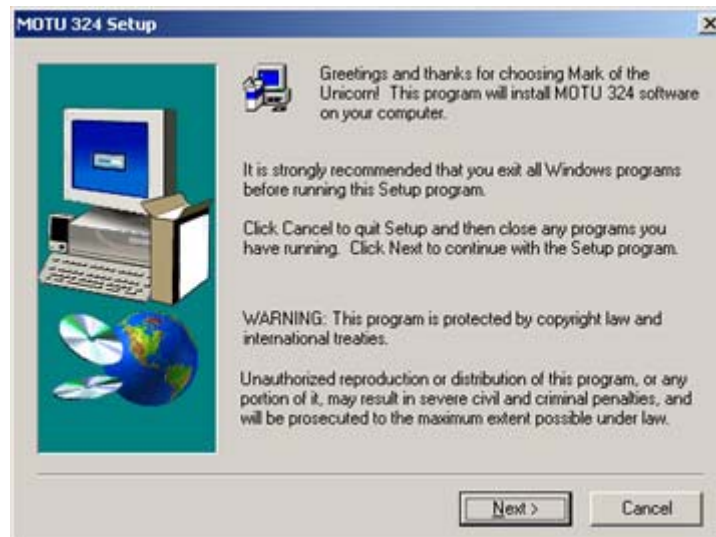
You will be asked to save the file to a location on your hard drive. Save it somewhere where you can find it later.



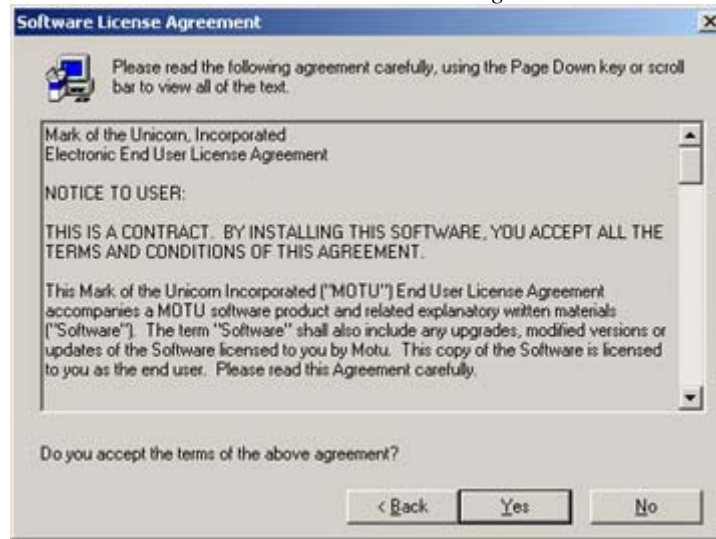
Once the file has completed downloading, browse to the location where the file was saved and extract the contents of the ZIP file using a program like [WinZip](#) to a temporary folder on your hard drive. Once the files are extracted, you should see a list of files as shown below.



Next, double-click the 'setup.exe' file to start the installation of your MOTU audio card drivers.



Click 'Next' to continue.



Read the 'End User License Agreement', and if you agree click 'Next'.



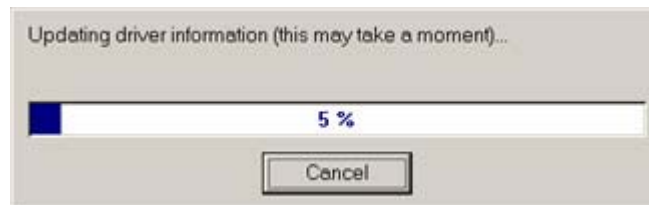
Select the 'Multimedia Audio Driver' and click 'Next'.



Choose the path to where the drivers will be installed and click 'Next'.



The MOTU driver installation now has enough information to install your audio card drivers. Click 'Next'.



Files are now being installed to your computer. Please be patient.



The MOTU driver installation is now complete. Click 'Finish'.

At this point, shut down your computer and install the PCI-324 audio card into an available PCI slot.

After installing the audio card into your computer and logging in, Windows should automatically detect the audio device and prompt you to confirm the installation of that device.



Click 'Yes' to continue.

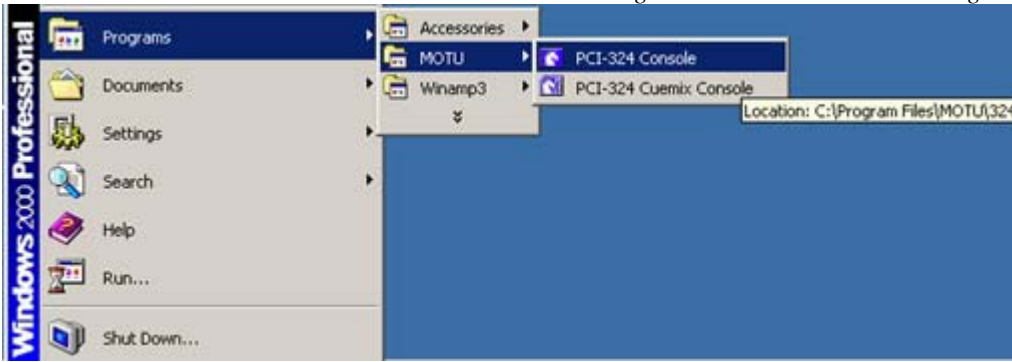
As well as installing the drivers for the audio card, Windows will prompt you to confirm the installation of the 'Wave Driver' device.



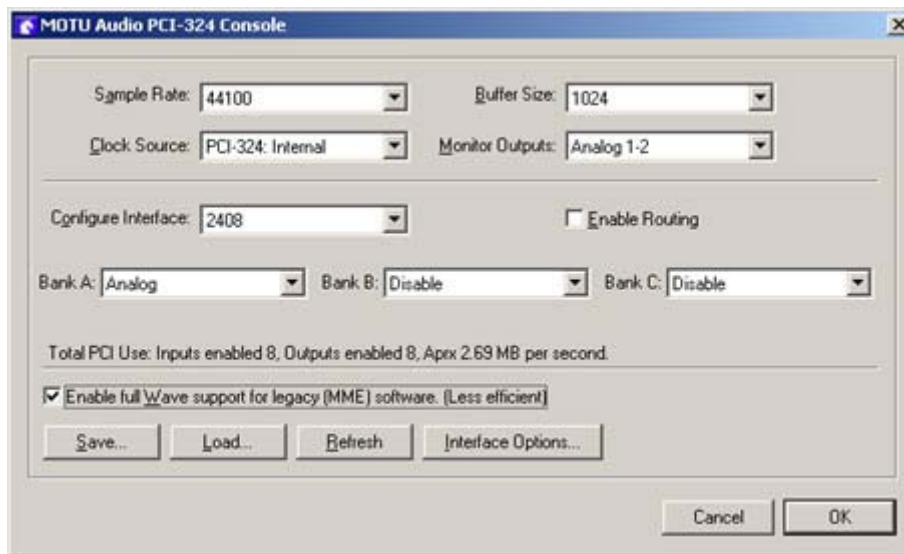
Click 'Yes' to continue.

Your audio card and drivers should now be installed onto your computer.

As part of the driver installation, Windows has placed a shortcut to the configuration of your MOTU audio card on the 'Start' menu.



Click START → PROGRAMS → MOTU → PCI-324 Console. You should now see a screen as shown below.



To allow our software to function correctly with your MOTU audio card, you must enable WAVE support in the software configuration screen. Click the 'Enable full Wave support for legacy (MME) software', and then click 'OK'.

Your MOTU audio card should now be installed and configured for use with the iMediaTouch software.

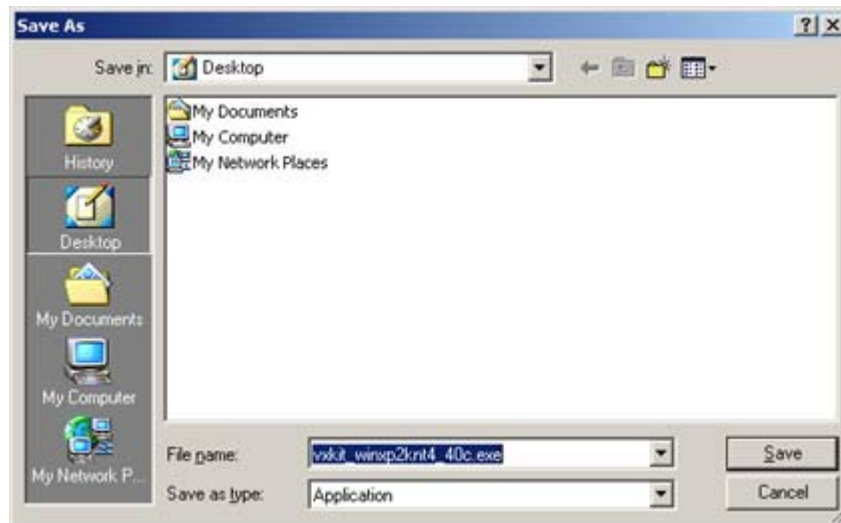
## Digigram VX820 Audio Cards

This section discusses the steps taken to install and configure Digigram based audio cards in Microsoft Windows. Please make sure you follow these steps exactly as described or you risk having your audio card improperly installed and configured for our software.

To obtain the drivers for the Digigram VX820 audio card, download the latest VX Kit from the [Digigram website](#).



You will be asked to save the file to a location on your hard drive. Save it somewhere where you can find it later.



Click 'Save' to begin downloading the file.

After the driver has completed downloading, shut down your computer and install the VX820 audio card into an available PCI slot.

Once you have installed the audio card into your computer and have logged in, Windows will detect the newly installed audio card and ask you to install the driver for the card.



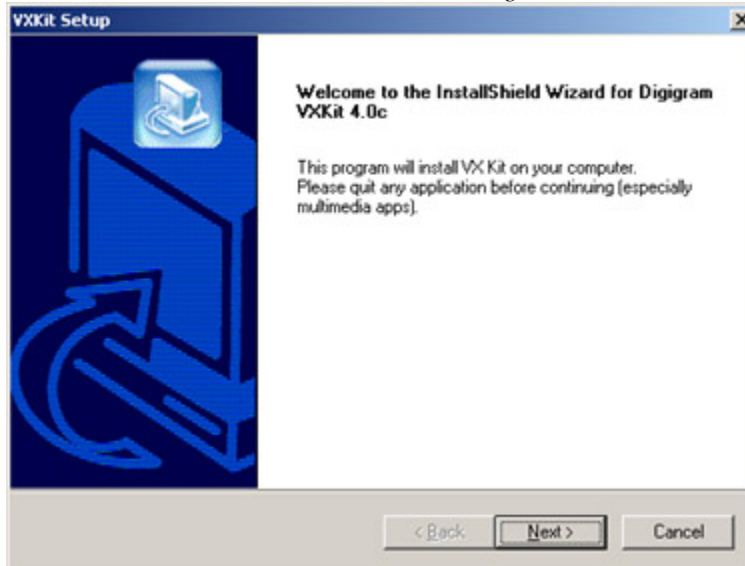
At this point, click ‘Cancel’ as we want to install the drivers using the automated VX Kit we downloaded.

Double-click the ‘vxkit\_winxp2knt4\_40c.exe’ file from the location you saved it to. You will be prompted to extract the contents of the file to a temporary folder on your computers’ hard drive.

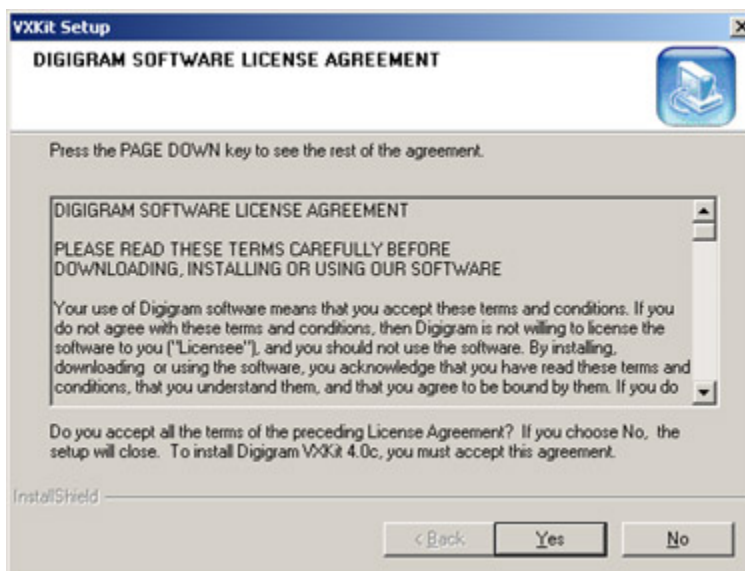


Here we have selected the ‘Digigram’ folder on the ‘C’ drive. Click the ‘Start’ button to begin extracting the driver contents.

Once the extraction is completed, the Digigram VXXKit driver installation will automatically begin.



Click 'Next'.

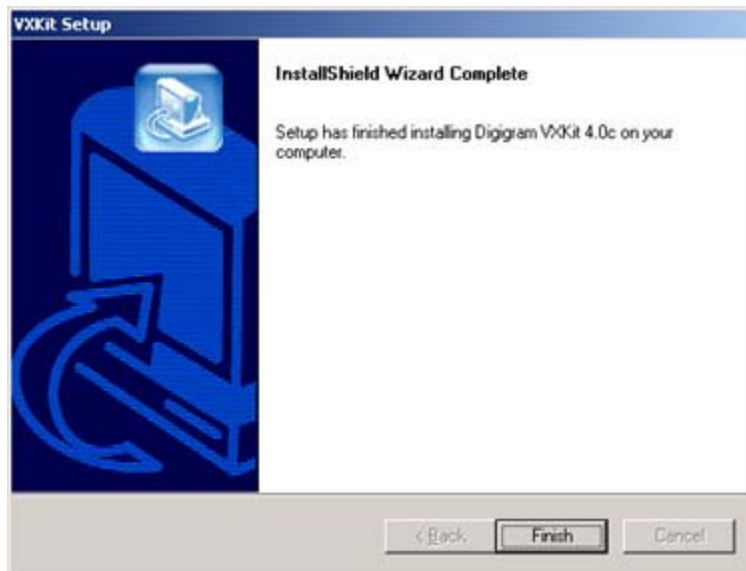


Read the 'Software License Agreement' and if you agree, click 'Yes'.

The Digigram VXkit will now begin installing the driver to your computer.



Windows will now prompt you to confirm that the drivers you are installing will be compatible with the operating system. Since the driver is not a Microsoft certified driver, you will be asked if you wish to continue the installation. Click 'Yes'.



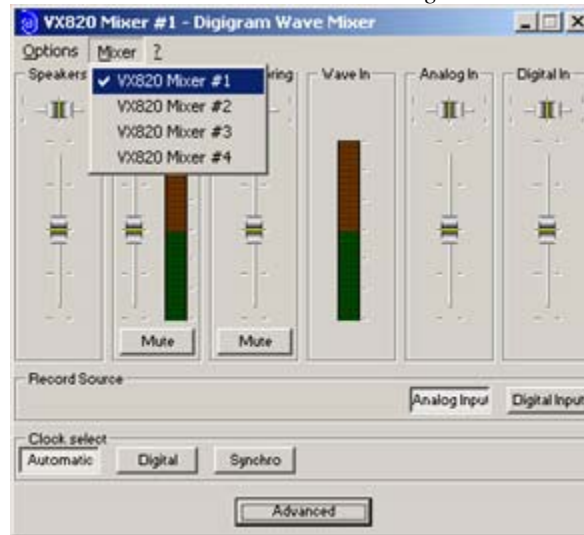
Click 'Finish' to complete the installation of the driver.

It is recommended to restart your computer to make sure that the driver completed successfully and that the Digigram mixer loads into Windows automatically.

After doing this, you should now see a new icon in the tray located in the lower right-hand corner of the screen.



Double-click this icon to open the Digigram mixer.



You should now see the Digigram mixer open. Under the ‘Mixer’ option you can configure each device level for your VX820 audio card.

**Note:** To install the driver for the VX222 audio card, follow this guide exactly as described, but download and install version 4.0e of the VXKit.

Your Digigram VX820 audio card should now be installed and configured for use with the iMediaTouch software.

### Sound Blaster Audio Cards

The Sound Blaster line of audio cards is the least expensive type of audio card you can use with the iMediaTouch software. Because these cards typically do not provide balanced audio or multiple outputs, they are rarely used in an on-air environment. These types of cards are more typically seen in a workstation environment, such as a Production or Traffic computer for simple auditioning purposes.

Since there is a wide variety of Sound Blaster audio cards that can be used with the iMediaTouch software, it is recommended to follow the installation instructions that accompany your audio card. In some cases, these cards are plug and play compatible, which means that you do not need to manually install drivers for these cards to function. Typically, Windows 2000 and Windows XP will have native support for most Sound Blaster audio cards.

## Section VI: Installing the iMediaTouch Software

Once you have your hardware setup, you are now ready to begin installing the individual software packages. We recommend installing the software in this particular order:

1. OpLOG 32
2. OpLOG 32 Upgrades (if applicable)
3. Production / Log Tools / Voice Tracking
4. OpLOG Remote (if applicable)
5. OpLOG Workstation (if applicable)

## Checklist

Before installing any software, use the following checklist to make sure you have performed all the necessary configuration of your hardware.

- Configured LAN IP addresses?
- Set up audio volume(s)?
- Set up users?
- Set up user permissions?
- Share audio folder(s)?
- Mapped audio drive letters to networked workstations?
- Installed drivers for hardware?
- Configured sound card(s)?

For a complete walk-through of the installation procedures, please refer to the individual user guides which accompany the above mentioned software products.