



## **BLAZE NRCS 2.6**

### **Admin Manual**

Release Date: 30<sup>rd</sup> Nov 2017 | Rev 1.0





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# 1 Preface

Congratulations on the purchase of BLAZE Newsroom Computing System. BLAZE automates your newsroom system workflow, along with BAPTER MOS gateway creates seamless integration with various devices such as video servers, audio servers, still stores, character generators and teleprompters

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## 1.1 Who should use this manual

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This manual is written for Admin Users or technical personnel responsible for managing the BLAZE NRCS.

*It is strongly recommended that the users have prior experience or classroom knowledge of workflow used in newsroom and study of user manual*

■ TIP

# 2 Introduction

This is the essential guide to BLAZE-NRCS administration, covering all the major tasks that an administrator needs to complete. It covers the main workflow setup and step by step how to handle everyday administration tasks.

BLAZE is a web based application built using the latest HTML5 web interface and runs natively on any modern web browsers without the need of any installation in the client machines.

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## Supported Web browsers

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Web Browser	Versions Supported
Google Chrome	Version 50 or Higher
Internet Explorer	Version 10 or higher

<b>Firefox</b>	Version 49 or Higher
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## 2.2 Supported Screen Resolution

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Best user experience of BLAZE NRCS can be found on screens with a resolution of **1290 X 800** or higher

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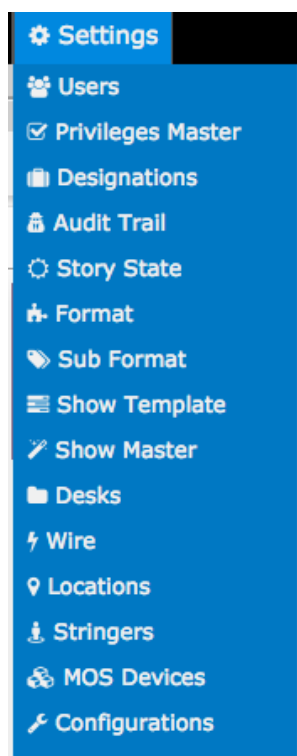
## 2.3 Supported Fonts

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Blaze supports all Unicode fonts including Right to left fonts.

# 3 Admin Operations

Blaze provides different admin operations to manage system. These includes User management, Rundown management, Story management and MOS device management. Users with admin privileges will have access to perform these operations



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## 3.1 Creation and modification of Users

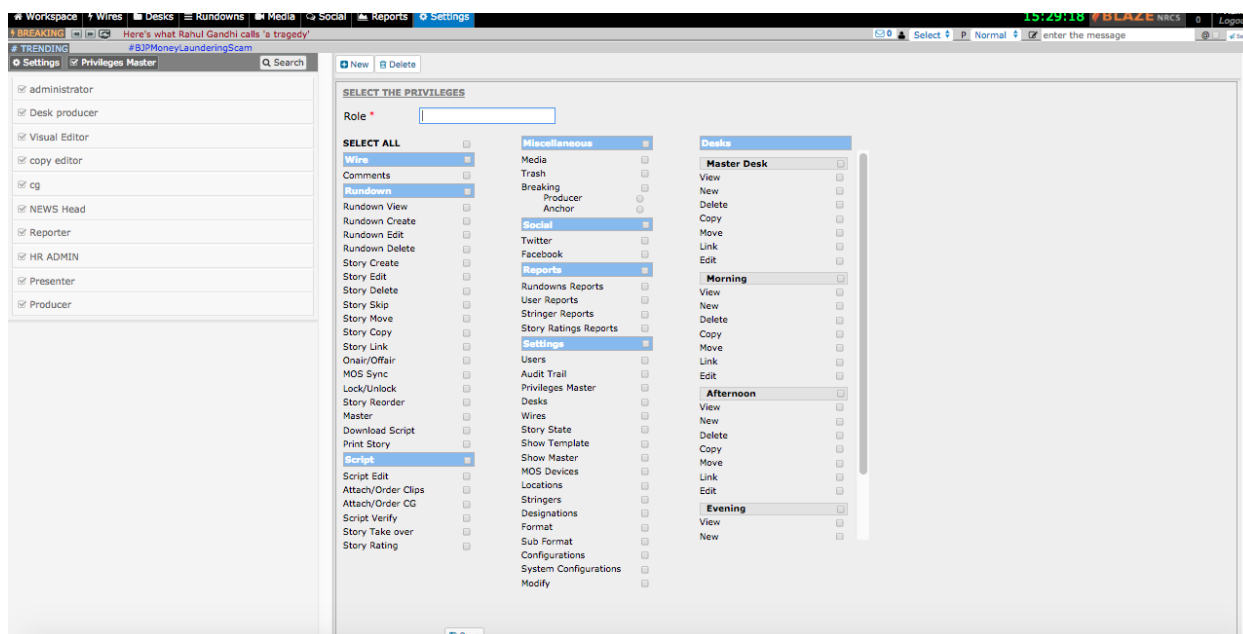
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BLAZE NRCS is accessible to only registered users. Each user is provided with set of privileges. Based on the privileges assigned, user is able to perform specific tasks.

### 3.1.1 Privilege Master

Each menu and action in BLAZE NRCS have specific privilege. Enabling each privilege will enable user to access specific menu or perform specific tasks. Privileges can be grouped and named as privilege master for future use. New Privilege set can be created by selecting Settings → Privileges menu.

- Click on New Button
- Provide the name for new Privilege list
- Select set of privileges by checking the checkbox corresponding to it
- Click on Save button



Following is the set of Predefined privileges with their meaning

Wires → Comments : Privilege to add Comments on an wire item

Rundown → Rundown View : This privilege will allow user to access rundown list

Rundown → Rundown Create : This privilege will allow user to create new rundown

Rundown → Rundown Edit : This privilege will allow user edit the rundown details

Rundown → Rundown Delete : This privilege will allow user delete a rundown

Rundown → Story Create : This privilege will allow user create a story inside rundown



Rundown → Story Edit : This privilege will allow user edit a story inside rundown

Rundown → Story Delete : This privilege will allow user delete a story inside rundown

Rundown → Story Skip : This privilege will allow user to Skip/Unskip a story inside rundown

Rundown → Story Move: This privilege will allow user to move story inside rundown to other rundown

Rundown → Story Copy: This privilege will allow user to copy story inside rundown to other rundown or desk

Rundown → Story Link : This privilege will allow user to link story inside rundown to other rundown

Rundown → Onair/Offair : With this privilege user can Onair/Offair a rundown.

Rundown → MOS Sync : This privilege will allow user to Sync (or refresh) rundown to selected MOS device.

Rundown → Lock/Unlock : This privilege will allow user to Sync (or refresh) rundown to selected MOS device.

Rundown → Story Reorder : This privilege will allow user to reorder stories inside rundown.

Rundown → Master : This privilege will allow user to create rundowns from Show Master

Rundown → Download Script : This privilege will allow user to Download scripts from rundown

Rundown → Print Story :This privilege will allow user to Print scripts in rundown

Script → Script Edit : This privilege will allow user to Edit a story inside desk, Rundown

Script → Attach/Order Clips: This privilege will allow user to Attach or reorder Media to a story

Script → Attach/Order CG :This privilege will allow user to Attach or reorder CG (Character Generator) to a story

Script → Script Verify : This privilege will allow user to change story state to Verified

Script → Story Take over : This privilege will allow user Take over a story when it is locked by other user

Script → Story Rating: This privilege will allow user to Rate a story

Miscellaneous → Media : This privilege will allow user to access media menu

Miscellaneous → Trash : This privilege will allow user to Access Desk trash

Miscellaneous → Breaking : This privilege will allow user Access Anchor Live feature. User can be assigned Producer or Anchor privilege

Miscellaneous → Breaking → Producer : User can script in anchor live

Miscellaneous → Breaking → Anchor: User can only read script in anchor live

Social → Twitter : This privilege will allow user to access to twitter menu. User can post story to twitter account

Social → Facebook: This privilege will allow user to access to Facebook menu. User can post story to facebook account

Reports → Rundowns Reports : This privilege will allow user to access reports section

Reports → User Reports : This privilege will allow user to access User reports section

Reports → Stringer Reports: This privilege will allow user to access Stringer reports section

Reports → Story Ratings Reports: This privilege will allow user to access Story Rating reports section

Settings → Users : This privilege will allow user to access Story Rating reports section

Settings → Audit Trail: This privilege will allow user to access User Audit Trail

Settings → Privileges Master: This privilege will allow user Manage Privilege Master

Settings → Desks : This privilege will allow user Manage Desks

Settings → Wires : This privilege will allow user Manage Wires

Settings → Story State : This privilege will allow user Manage Story States

Settings → Show Template : This privilege will allow user Show Templates

Settings → Show Master : This privilege will allow user Manage Show Master

Settings → MOS Devices: This privilege will allow user Manage MOS Devices

Settings → Locations : This privilege will allow user Manage Stringer Locations

Settings → Stringers : This privilege will allow user Manage Stringers

Settings → Designations : This privilege will allow user Manage User Designation

Settings → Format : This privilege will allow user Manage Story Formats

Settings → Sub Format: This privilege will allow user Manage Story sub Formats

Settings → Configurations : This privilege will allow user Manage User Preferences

Settings → System Configurations : This privilege will allow user Manage Systemwide default configuration

Settings → Modify : This privilege will allow user Modify settings

Desk → View : This privilege will allow user View stories inside specific desk

Desk → New : This privilege will allow user Create stories inside specific desk

Desk → Delete : This privilege will allow user delete stories inside specific desk

Desk → Copy : This privilege will allow user copy stories inside specific desk to other desk/rundown

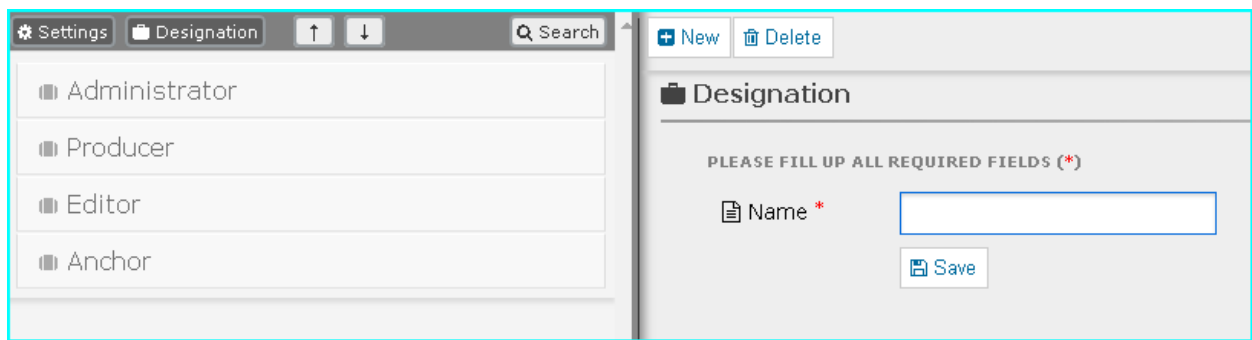
Desk → Move: This privilege will allow user to move stories inside specific desk to other desk/rundown

Desk → Link : This privilege will allow user to link stories inside specific desk to other rundown

Desk → Edit: This privilege will allow user to Edit stories inside specific desk

### 3.1.2 Designation

Each user is assigned a Designation. Based on the Designation order one user can override the Story Takeover permission. User with top order designation can take over stories locked by his lower order designation.



#### Create New Designation

- Click on New button to create new Designation
- Input the designation name
- Click on Save Button

#### Delete Designation

- Select a designation which needs to be deleted
- Click on Delete Button

#### Reorder Designation

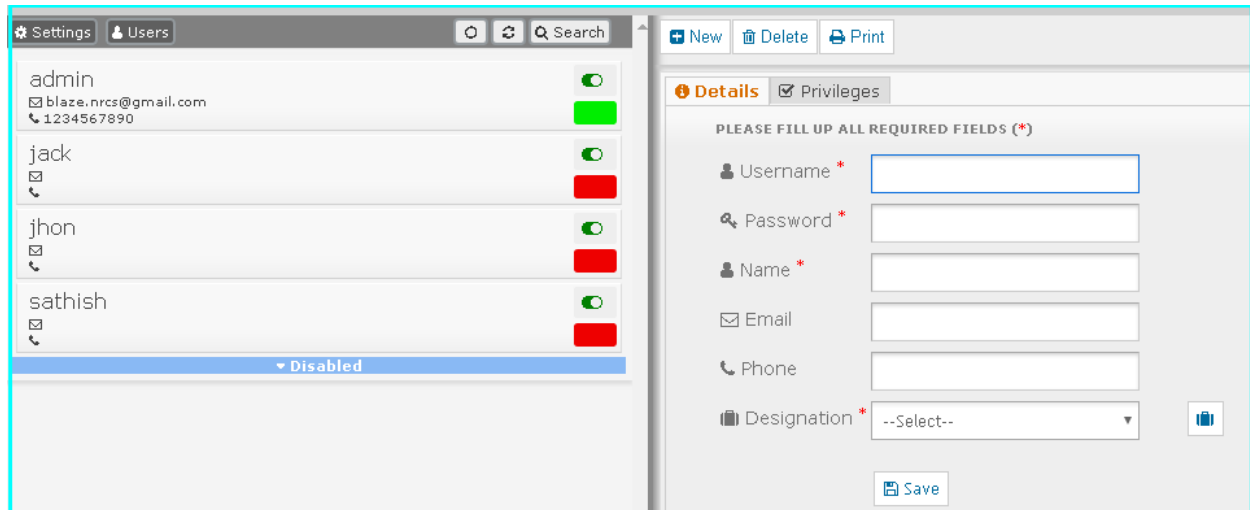
- Select a Designation which needs to be reordered
- Click on Up or Down Arrow to move designation to up or down

#### Search Designation

- Click on Search Button
- Input the keyword
- Click on Search Button

### 3.1.3 Users

Blaze is accessible to only registered users. Click on the Users menu. All the existing users are listed left side of the menu. Green color will indicate user is already logged in and red color indicate user is offline. Click on Online Button will display only online users.



#### Create User:

- Click on New Button
- Select Details tab and Enter Mandatory fields
- Click on Privileges tab and Select Custom Privileges or select master privilege
- Click Save Button
- New User will be listed at left side

#### Delete User:

- Select user to be deleted from the system
- Click on Delete Button

#### Enable/Disable User:

If any user needs to be restricted temporarily from accessing the system then use disable Option. Select a user and Click on the Disable toggle button next to Username under user list section.

Disabled users are listed under Disabled users section of Users. Select user and Click on the Enable toggle button next to Username under user list section.

#### Search User:

- Click on Search Button

- Select the option for search either based on username or based on designation
- Click on Search Button

## 3.2 Creation and modification of Stringers

### 3.2.1 Locations

Each Stringer is associated with a location/region. Locations are managed by location menu

#### Create Location:

- Click on New Button
- Enter the Location name
- Click Save Button

#### Delete Location:

- Select the Location to be deleted
- Click on Delete button

### 3.2.2 Stringers

Stringers are freelance journalists who provide news. Stringer will be associated with a location. Stringers are managed by Stringers menu

**Create Stringer:**

- Click on New button
- Enter the mandatory Fields. If Location is not available then click on location icon. Enter the location name and save.
- Click on save button

**Delete Stringer:**

- Select the Stringer name to be deleted
- Click on delete button
- On confirmation stringer will be deleted.

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### 3.3 Story Management

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A story is the most used and the most important object in the NRCS. A story is a structure made up of various sub-objects like Script, Media Clip, Character graphics and Voice overs

#### 3.3.1 Story States

Each story is assigned a State with color indication. State will notify the users to identify status of a story. Blaze NRCS will be provided with following default story states.

**New:** Indicates the story is newly created

**Deleted:** All the deleted stories will have Deleted state

**Copy Edited:** When story is verified for grammar, spelling, style, punctuation and rewritten wherever necessary then story is marked as copy Edited.

**Verified:** Verified state will indicate all the Script, Visuals, CG's and Voiceover is verified

**Ready to Air:** This state will indicate story is verified and it is ready to onAir

**Copied:** If story is copied from other desk/rundown then story is marked as copied

**Create Story State:**

- Click on New button
- Enter the new story State name
- Select the color for the new state
- Click Save Button

**Delete Story State:**

- Select the Story state to be deleted
- Click on delete button

- On confirmation story state will be deleted.

**TIP** You cannot delete default story states. You can change only color code for default story states

### 3.3.2 Story Format

Story format will define what are the element story will contain. The story elements are configurable. Based on the story format configuration duration of story is calculated. Blaze is configured with following set of story formats.

**TIP** You can modify the story elements and duration calculation logic for predefined story formats

**Anchor:** Contains only anchor part and only Script part is used for duration calculation

**Anchor Visual(AV):** Contains both anchor part and Clip part. Duration is calculated on either script part or Clip part whichever is higher

**Anchor visual bite:** Contains both anchor part and a visual with bite. Duration is calculated on either script part or Clip part whichever is higher.

**Package:** Contains Both anchor script and Packaged clip. Duration is calculated by summing up Script and Visual part.

**Headline:** Contains Both anchor script and Packaged clip. Duration is calculated by summing up Script and Visual part.

**Anchor Bite:** Contains Both anchor script and bites. Duration is calculated by summing up Script and total clip duration.

**Commercial/Montage/BREAK:** Contains only clips. Duration is calculated based on clip duration

**Live:** Indicates story is live. Duration is calculated based on predefined duration

**Create Story Format:**

- Click on New button
- Enter the name for Format
- Select the Story sub formats. Click on arrow button to move the selected sub formats
- Select the option to calculate duration
- Click Save Button

**Edit Story Format:**

- Select the Story format to be edited
- Edit the details
- Click Save Button

**Delete Story Format:**

- Select the Story format to be deleted
- Click on delete button
- On confirmation story format will be deleted.

### **3.3.3 Story Sub Format**

Story Sub format is the component of a story. By default Blaze is shipped with Anchor and Voice-over sub formats. Anchor part the main component of story which defines the Anchor reading part. Voice over will define the Voice-over part of a story. This part will be used during packaging a story with clip.



The screenshot shows a web application interface for managing 'Story Sub Formats'. The top navigation bar contains 'Settings', 'Sub Format', and 'Search' tabs. Below this, on the left, are two expandable sections: 'Anchor' and 'Voice over'. The main area on the right is titled 'Story Sub Format' and contains a form. The form has a '+ New' button and a 'Delete' button at the top. The form title is 'Story Sub Format'. Below the title, it says 'PLEASE FILL UP ALL REQUIRED FIELDS (\*)'. There are two main fields: 'Name' with a red asterisk and a text input box, and 'In Runorder' with a checkbox. A 'Save' button is at the bottom right of the form.

### Create Story Sub Format:

- Click on New button
- Enter the name for Sub Format
- Check if Sub Format Needs to be in rundown
- Click Save Button

### Edit Story Format:

- Select the Sub format to be edited
- Edit the details
- Click Save Button

### Delete Story Format:

- Select the Story Sub format to be deleted
- Click on delete button
- On confirmation story format will be deleted.

### 3.3.4 Desk

Desk is the main working area of Blaze users. Each desk contains related stories. For example all Business related stories will put in Business Desk or all sports related stories will put in Sports desk. Master desk is the default desk which lists all stories from all the desk.

## Create Desk:

- Click on New button
- Enter Lower Interval. Which denotes how many days old stories needs to be displayed in new desk. If nothing is specified then only that days stories will be listed.
- Enter Upper Interval. Which denotes how many future days stories needs to be displayed in new desk. If nothing is specified then only that days stories will be listed.
- Select Parent desk under which new desk to be listed. If None is selected then desk will be considered Parent desk.
- Select the default story format for the desk. This will reduce the step of selecting a story format while creating a story in that desk.
- *Check Mark as breaking if this desk needs a shortcut in menubar.*

**TIP** *You can mark only one desk as breaking. User can set his breaking desk in user preference settings*

## Edit Desk:

- Select the Desk to be edited
- Edit the required fields
- Click Save Button

## Delete Story Format:

- Select the desk to be deleted
- Click on delete button

- On confirmation selected desk will be deleted.



*All stories will be deleted when you delete a desk. Make sure required stories are not present in deleting desk*

### 3.3.5 Wires

A newsroom often relies on multiple sources for news. The most common sources of news are through RSS Feeds, District reporters, Emails and FTP Wire Feeds. External news agencies provide news based on subscription.

#### Create a Wire:

- Click on New button
- Enter the Title, Group and RSS feed URL. If no group is selected then Wire is added to the top level. If URL is not added then it is considered as a group/folder name.
- Click on Verify Url to verify valid RSS feed URL.
- Click on Save button



*Users can manage only RSS feed wires. For wires from District reporters, Email and FTP will be managed by our support team. These types of feed involve technical configurations*

#### Edit Wire:

- Select the Wire to be edited
- Edit the required fields
- Click Save Button

#### Delete Wire:

- Select the Wire to be deleted
- Click on delete button
- On Confirmation wire will be deleted

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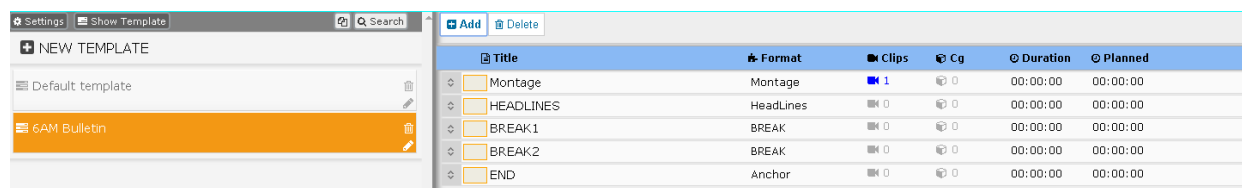
## 3.4 Rundown Management

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A news bulletin is called a Rundown in a NRCS. A rundown is a set of stories.

### 3.4.1 Show Template

Show template defines the template of a rundown. Template contains predefined story formats. BLAZE is shipped with one Default template Containing Opening Montage, Opening Headline, BREAK1, BREAK2, Closing Headline, Closing Montage.



Title	Format	Clips	Cg	Duration	Planned
Montage	Montage	1	0	00:00:00	00:00:00
HEADLINES	HeadLines	0	0	00:00:00	00:00:00
BREAK1	BREAK	0	0	00:00:00	00:00:00
BREAK2	BREAK	0	0	00:00:00	00:00:00
END	Anchor	0	0	00:00:00	00:00:00

#### Create a Show Template:

- Click on New Template Button
- Enter the Name for template and click Save button
- Select the newly created template
- Click on Add button to add stories to the template
- Enter Title and Story format and click save button
- Add the story Content, Clip and CG if it is fixed

#### Edit a Show Template:

- Click on Show Template to be edited
- Click on Edit button
- Edit the name of template and click Save button

#### Delete a Show Template:

- Click on Show Template to be edited
- Click on Delete button. On confirmation Show template will be deleted.

### 3.4.2 Show Master

Show master defines the rundowns to be created automatically for each day based on the configurations made. By Default Blaze will create shows with 30 minute duration from 6:00 AM Bulletin to 23:30 PM Bulletin.

**Show Master**

PLEASE FILL UP ALL REQUIRED FIELDS

Name \* 9:00 AM Bulletin

Planned duration \* 00:30:00

Start time \* 09:00:00

Template 6AM Bulletin

Week days \* Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday

MOS Device Select MOS Devices

Save

### Create a Show Master:

- Click on New Button
- Enter the Name, Planed duration, Start Time
- Select the Show template for the rundown
- Select the week days on which this rundown needs to be created automatically
- Select the MOS devices to be used for the Rundown
- Click on Save button

### Edit a Show Master:

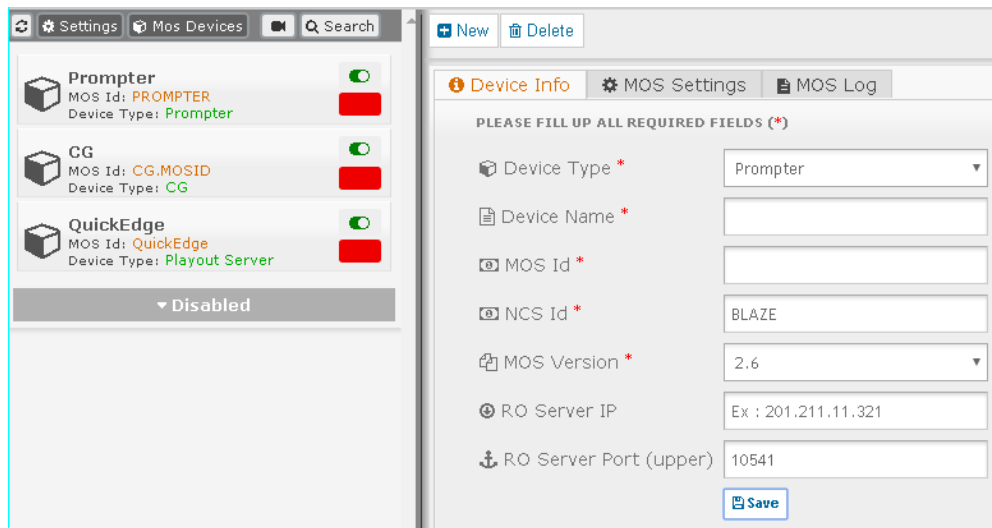
- Click on Show Master to be edited
- Click on Edit button
- Edit the information and click Save button

### Delete a Show Master:

- Click on Show Master to be Deleted
- On Confirmation selected Show Master will be Deleted

## 3.5 MOS Devices

MOS is an abbreviation for Media Object Server Communications Protocol. The MOS protocol allows the exchange of information between a newsroom computer system and a media object server such as Video Servers, Audio Servers, Still Stores, Prompters and Character Generators.



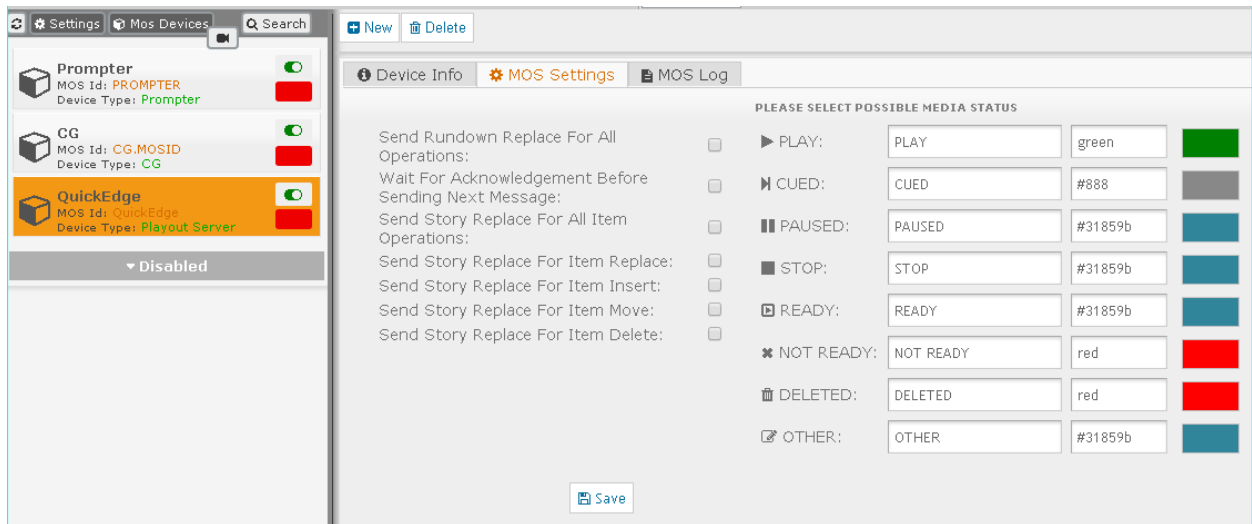
### Create a MOS Device:

- Click on New Button
- Select the Device type
- Enter the Device Name
- Enter the MOS ID of new device provided by device vendor
- Enter the NCS ID. Default NCS id of BLAZE NRCS is BLAZE. Share same with device vendor
- Select the MOS Version based on the mos version supported by device
- Enter the RO Server IP and port to which MOS messages will communicated. 10540 is default Upper port to which mos messages will be written and 10541 is Default Lower port where device listens for MOS messages.
- Click on Save Button



#### TIP

- *Use MOS settings to override the default MOS message communication in case target device not support standard MOS message*
- *Use MOS log to view the MOS Messages communicated between BLAZE NRCS and selected Device.*



### Edit a MOS Device:

- Click on MOS device to be edit
- Edit the details and click on Save button

### Enable/Disable MOS Device:

- Click on MOS device to be Enable/Disable
- Use Toggle button next to Mos Device to enable or Disable
- All the disabled devices listed Under Disabled section

## 3.6 Configurations

Systemwide application configuration are configured here.

### 3.6.1 Rundowns

Rundowns' Hours From Now: This settings will set the how many past hours rundowns to be listed under current date. Rest will be listed under previous section.

Settings | Configurations | Refresh

**Rundowns**

- Story
- Media
- Social
- Miscellaneous
- System

Rundowns' Hours From: 1 ?  
Now:

Rundowns' Tree Size: 2 ?

Rundowns For Future Days: 1 ?

RO start time in GMT: ☐ ?

**Select Rundown's Columns:**

Formats List: ☒ ?

Clips List: ☒ ?

CGs List: ☒ ?

Real Duration List: ☒ ?

Planned Duration List: ☐ ?

Remains Duration List: ☒ ?

Created By List: ☒ ?

On Air Status Lists: ☒ ?

Save

**Rundowns For Future Days:** This will set N=number of future days rundowns to be created

**Rundowns' Tree Size:** Select the Number of future days to be listed in rundown

**RO start time in GMT:** Based on Device vendor time format Enable or disable this setting

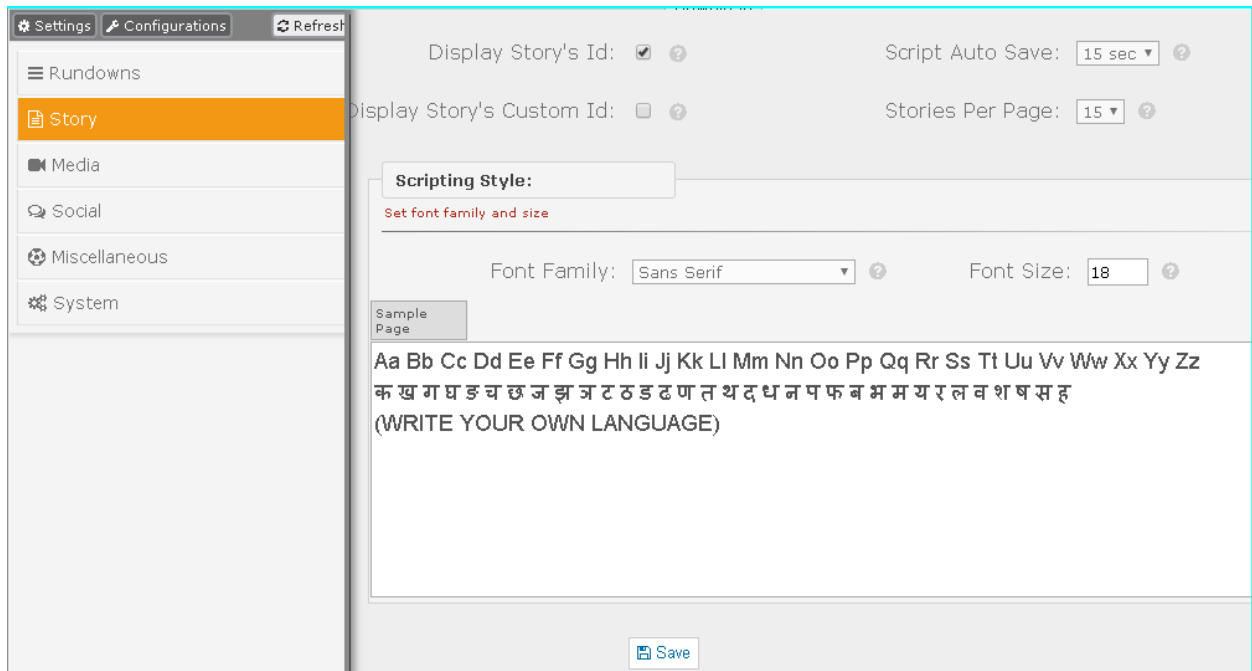
**Select Rundown's Columns:** Select the default Story information to be displayed for selected rundown

### 3.6.2 Story

**Display Story's Id:** Select this settings if story id needs to be displayed in all sections

**Display Story's Custom Id:** Set this if system needs to reset story id each day and display day-wise id

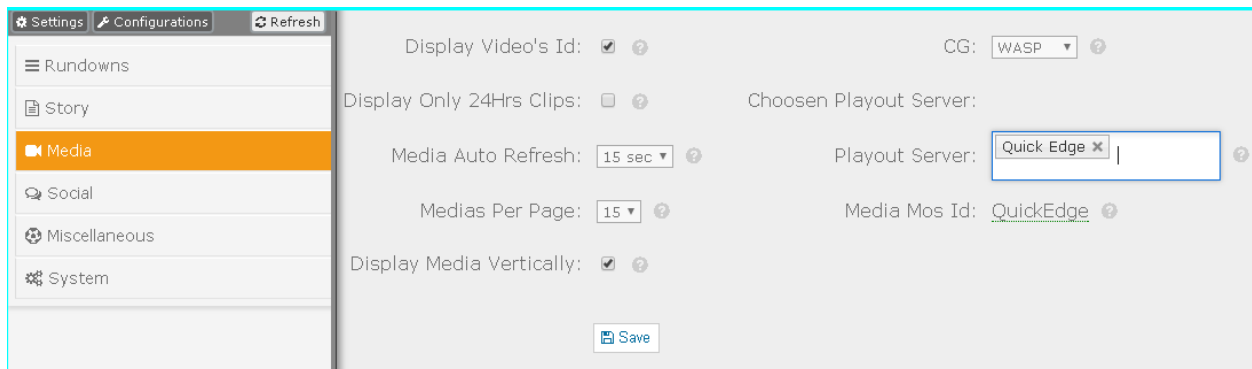




Script Auto Save: Story will be auto saved at selected number of seconds interval.

Stories Per Page: Select the default number of stories to be listed in all the sections

### 3.6.3 Media



Display Video's Id: Select this settings if Video id needs to be displayed.

Display Only 24Hrs Clips: This settings will list only past 24hours hours clips in media page

Media Auto Refresh: Select the interval for Media refresh. Default is 15 Seconds

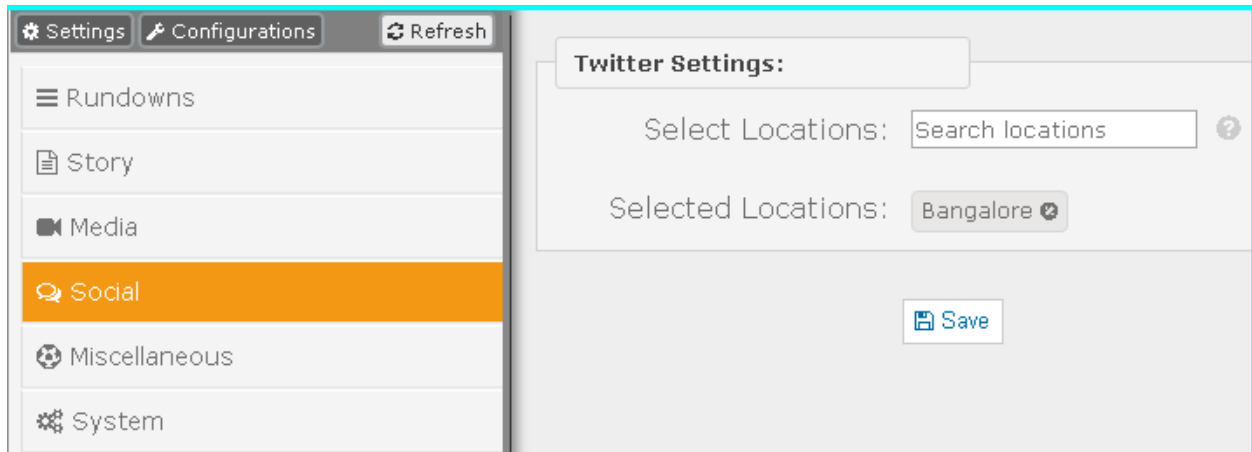
Medias Per Page: Select the number of clips to be displayed in single page

Display Media Vertically: This will list Attached medias row wise. Or else it will list side by side

CG: Select the CG device used

Chosen Payout Server: Select the Payout server in Use

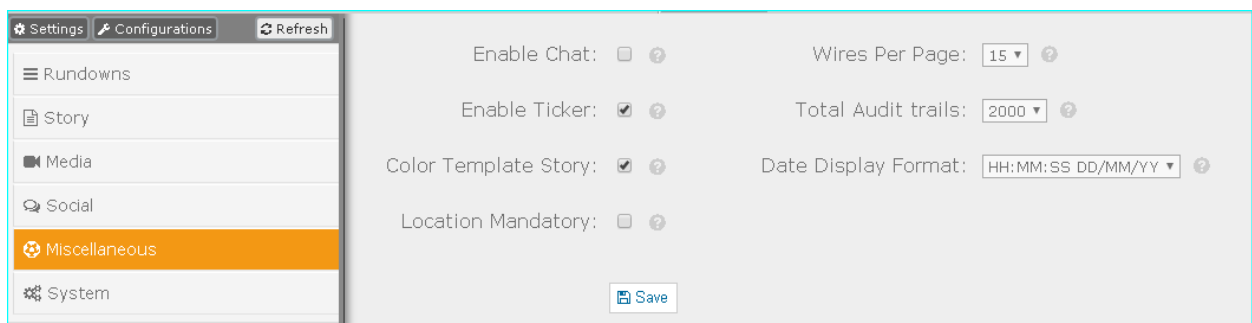
### 3.6.4 Social:



The screenshot shows the 'Twitter Settings' configuration page. On the left is a sidebar menu with options: Rundowns, Story, Media, Social (highlighted in orange), Miscellaneous, and System. The top of the main area has tabs for 'Settings', 'Configurations', and 'Refresh'. The 'Twitter Settings' section contains a 'Select Locations' search bar, a 'Selected Locations' list showing 'Bangalore', and a 'Save' button at the bottom right.

Select Locations: Select the default locations for twitter trends

### 3.6.5 Miscellaneous:



The screenshot shows the 'Miscellaneous' configuration page. The sidebar menu on the left has 'Miscellaneous' highlighted in orange. The main area has tabs for 'Settings', 'Configurations', and 'Refresh'. The configuration options include: 'Enable Chat' (checkbox), 'Wires Per Page' (dropdown set to 15), 'Enable Ticker' (checkbox checked), 'Total Audit trails' (dropdown set to 2000), 'Color Template Story' (checkbox checked), 'Date Display Format' (dropdown set to HH:MM:SS DD/MM/YY), and 'Location Mandatory' (checkbox). A 'Save' button is located at the bottom center.

Enable Chat: Check this to enable chat feature

Enable Ticker: This will enable listing twitter trends on top of the page

Color Template Story: This will set color to the stories created by Show template

Location Mandatory: This settings will make Location Mandatory while creating Story

Wires Per Page: Select the number of wire items to display in single page

Total Audit trails: Select the default number of Audit Trials to display in single page

Date Display Format: Set the Date format for story and shows

### 3.6.6 System:

The screenshot shows the 'System' configuration page in the BLAZE interface. The left sidebar contains a menu with 'System' selected. The main configuration area is divided into two columns. The left column includes settings for 'Story logs' (1000), 'Allow empty script' (checked), 'Send email' (unchecked), 'Edit CG' (checked), 'Anchor' (checked), 'Voice over' (unchecked), 'Slug title' (unchecked), 'Lowres tech desc' (QT), 'Thumbnail tech desc' (QT), 'Copy Story State' (checked), 'Send Media Path' (unchecked), 'Lowres replace path' (mw://), 'Media proxy path' (/DataService/file/), and 'Thumbnail extension' (Empty). The right column includes settings for 'Sort story by time' (Created Time), 'Master show date template' (DD:MM), 'Run order schedule check' (unchecked), 'Story version date template' (HH:MM A), 'Default desk lower interval' (2), 'Add media place holder' (checked), 'Default reading speed' (250(normal)), 'On change template update show' (unchecked), 'Proxy path' (/mnt/proxy), 'Story Custom Title' (checked), 'Send Channel Item' (unchecked), 'Thumbnail replace path' (mw://), and 'Lowres extension' (Empty). A 'Save' button is located at the bottom center.

Story logs: Select the number of Story logs to be listed by default

Sort story by time: Select the Story sorting field

Allow empty script: Check this to allow empty scripts

Master show date template: Select the Date Format for show title created from show master

Send email: Check this if email to be sent for Messages send within BLAZE system

Run order schedule check: This settings will restrict overlapping time when creating a rundown

Edit CG: Check this if CG needs editing parameters

Story version date template: Set the Date format for Story version

Anchor: Check this if Anchor part needs to send to Prompter. Default this will be checked

Default desk lower interval: Select the Number of days stories to be listed in a desk

Voice over: Check this if Voice Over part needs to send to Prompter.

Add media place holder: Placeholder will be created without waiting for response from Media Server

Slug title: Check this if Slug Title needs to send to Prompter.

Default reading speed: Select the Default words per second for calculating duration of a script

Lowres tech desc: Set the MOS message tech desc part for extracting lowres path

On change template update show: Check this if automatic update in rundown require when updating show template

Thumbnail tech desc: Set the MOS message tech desc part for extracting thumbnail path

Proxy path: Set the Proxy mount path for lowres and thumbanail

Copy Story State: Check this if application needs retaining story state while copying a story

Story Custom Title: Checking this will append Current date to the story Title

Send Media Path: Checking this will send Media Path in MOS messages.

Send Channel Item: Check this if Playout system needs clip playing channel to be sent through MOS message

Lowres replace path: Set the trimming part for Lowres path

Thumbnail replace path: Set the trimming part for Thumbanail path

Media proxy path: Set the method for Displaying Proxy

Lowres extension: Set the file extension to be appended for Lowres

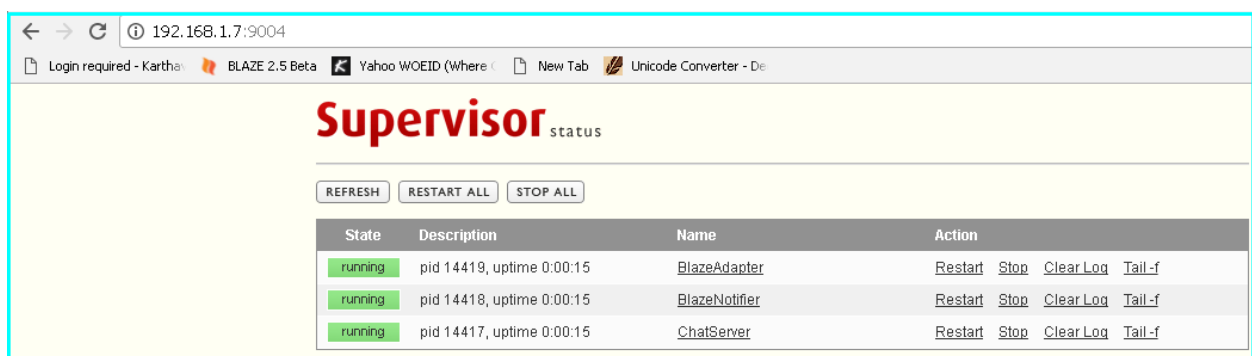
Thumbnail extension: Set the file extension to be appended for Thumbanail

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## 3.7 Blaze Services

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Blaze services are the Backend services running in supervisor application. Use [http://blaze\\_server\\_ip:9004](http://blaze_server_ip:9004) to access the BLAZE services running in system



The screenshot shows the Supervisor web interface. At the top, the title 'Supervisor status' is displayed. Below the title are three buttons: 'REFRESH', 'RESTART ALL', and 'STOP ALL'. A table lists the running services with columns for State, Description, Name, and Action. All three services (BlazeAdapter, BlazeNotifier, and ChatServer) are in a 'running' state with a uptime of 0:00:15. Each service has links for 'Restart', 'Stop', 'Clear Log', and 'Tail-f'.

State	Description	Name	Action
running	pid 14419, uptime 0:00:15	<a href="#">BlazeAdapter</a>	<a href="#">Restart</a> <a href="#">Stop</a> <a href="#">Clear Log</a> <a href="#">Tail-f</a>
running	pid 14418, uptime 0:00:15	<a href="#">BlazeNotifier</a>	<a href="#">Restart</a> <a href="#">Stop</a> <a href="#">Clear Log</a> <a href="#">Tail-f</a>
running	pid 14417, uptime 0:00:15	<a href="#">ChatServer</a>	<a href="#">Restart</a> <a href="#">Stop</a> <a href="#">Clear Log</a> <a href="#">Tail-f</a>

### 3.7.1 Blaze Adapter

This is the Adapter application which communicates MOS messages between BLAZE NRCS and connected MOS devices like Playout, Prompter and CG. Default MOS communication ports are 10540 and 10541.

### **3.7.2 Blaze Notifier**

This is the Service will send Notification messages to all connected users. Notification messages include Create Story, Copy Story, OnAir/OffAir show, Reordering of slugs inside rundown etc.

### **3.7.3 Chat Server**

This Service will enable chat messages exchange between users within the application.

## Appendix 1: Shortcut keys

- Opening/Closing New Rundown Window: `Ctrl+r` / `Ctrl+R`
- Opening/Closing Search Filter: `Ctrl+~`
- For Opening/Closing New Story Window: In Chrome (`Ctrl+Alt+n` / `Ctrl+Alt+N`).  
Internet Explorer and Firefox Browsers (`Ctrl+n` / `Ctrl+N`)
- For Opening/Closing Edit Story Window: `Ctrl+e` / `Ctrl+E`
- For Selecting All Stories from Rundowns: `Ctrl+a` / `Ctrl+A`
- For Skip/Unskip Stories from Rundowns: `Ctrl+/'`
- For Deleting Stories from Desks and Rundowns: `Ctrl+delete`
- To Copy an Item: `Ctrl+c` / `Ctrl+C`
- To Move an Item: `Ctrl+x` / `Ctrl+X`
- To paste an Item: `Ctrl+v` / `Ctrl+V`
- Open Script for Editing: `Ctrl+o` / `Ctrl+O`
- To Save a Story: `Ctrl+s` / `Ctrl+S`
- To print: `Ctrl+p` / `Ctrl+P`
- To Link Stories: `Ctrl+l` / `Ctrl+L`
- To Attach Clips: `Ctrl+1` and `Esc` to Close Opened Media Window
- Selecting Duration for MarkIn And MarkOut: `Ctrl+<` and `V` Respectively
- To Attach CG's: `Ctrl+2` and `Esc` to Close Opened CG Window
- To View Rundowns in Vertical Window(Split): In Chrome  
(`Ctrl+Alt+w` / `Ctrl+Alt+W`)  
and In IE and Other Browsers – (`Ctrl+w` / `Ctrl+W`)
- For Hiding Left Snap Window: `Alt+w` / `Alt+W`
- For Navigating Stories: `up` and `down` arrow and to select press `Enter`

## Appendix 2: Enabling ActiveX in Internet Explorer Browser

**TIP** *ActiveX is a Microsoft proprietary technology and is not supported in any other Web browsers.*

To enable Activex controls in your browser follow these steps.

- Click on "Tools" menu in the browser.
- Select "Internet Options" from the drop down menu.
- Click on the "Security" tab
- Click on the "Custom Level" button on the security level zone block.
- In scroll-down menu with radio buttons. Make the following changes to the menu choices:
- Allow previously unused Activex controls to run without prompt - Select "Enable"
- Initialize and Script ActiveX Controls not marked as safe for scripting Select "Prompt", as shown in the Screenshot [Appendix 1 Enable Activex](#)
- Click on the "Ok" button to exit and save.
- Click on the "Ok" button again to exit out of Internet options menu.
- Restart your browser to enable the new settings.

