# **CONNEWSOURCE** BITCENTRAL OASIS QUICKSTART GUIDE





06/23/2009

# QUICKSTART GUIDE

#### **OVERVIEW**

Bitcentral Oasis is a digital video distribution system which will be used by your organization to view low-resolution video and download broadcast and / or Web quality video from CNN Newsource. Oasis is a browser based application accessible via <a href="http://newsource.cnn.com">http://newsource.cnn.com</a>

# LOG IN TO BITCENTRAL

- 1. Open Internet Explorer 7 or Firefox 3.
- 2. Disable any pop-up blockers.
- 3. Go to http://newsource.cnn.com
- 4. Consider making a desktop shortcut or bookmark to the Newsource website for quick and easy access.
- 5. Login with the CNN Newsource provided username and password.





# WELCOME TO THE CNN NEWSOURCE HOME PAGE

- Under PRODUCTION TOOLS, click on the DOWNLOAD VIDEO -Bitcentral Link located in the lower left corner of the webpage. This will open the Bitcentral Oasis homepage in a new window.
- NOTE: Should you log out or get logged out of the Bitcentral site at any time, you must come back to the CNN Newsource website and click on the **Bitcentral Link** once again to get back to the Oasis homepage. The Oasis video download page does not have a direct login option.

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# **BITCENTRAL OASIS SCREEN OVERVIEW**

There are four major sections to the CNN Newsource - Bitcentral Oasis webpage.

- The list of available content or items occupies the center of the screen.
- Basic, Advanced and Category search or filtering options are located on the left side of the page.
- Download Manager and Help buttons are located in the upper right corner of the page. The Help button (Question Mark) is where you can find the User Manual, QuickStart Guide, Contact Information and FAQs.
- The Download Request button is located on the lower right side of the page.





# **BASIC SEARCH**

- You can perform BASIC searches for items by:
  - o Keywords
  - o Date or date ranges
  - Category
- Make your selection(s) and click on the SEARCH button.

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# **ADVANCED SEARCH**

- You can perform ADVANCED searches for items by one or more of the following:
  - o SEARCH IN Script and Slug fields
  - o CATEGORIES
  - o DATE RANGES
- Make your selection(s) and click on the SEARCH button.

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# PREVIEW ITEMS AND REQUEST DOWNLOAD

From the Oasis homepage you can preview story video and metadata, including scripts and supers.

- 1. Double click on the SLUG of an item to open the preview window and display the low res video and metadata for the item you have selected.
- 2. To exit the preview window, click CLOSE to return to the homepage.
- 3. To download the selected video, click REQUEST in the preview window.

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- 4. When you click on REQUEST, a new window will open and allow you to select the appropriate video format and destination for the selected item.
- 5. Select the appropriate video format, location for download and click the REQUEST button.

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6. The first time you request a video, your computer may need to install a Java applet. Click RUN to install the applet on your system.

Warning - Sec	arity 🛛 🔀
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#### PROXY OR PARTIAL DOWNLOADS

You can request a portion of a video by clicking on the Proxy Video Edit below the video screen

1. Mark in and out points and request just what you want. The play icon next to the request button will play the cut down video.



2. When you click on REQUEST, a new window will open and allow you to select the destination for the selected item.



#### DOWNLOAD MANAGER

- 1. When you REQUEST a download, the DOWNLOAD MANAGER window pops up automatically. The Status column will say "Complete" when your item has been downloaded successfully.
- 2. Remove an item from your download list by clicking on the (X) next to the item in DOWNLOAD MANAGER.
- 3. The status of any previously requested item will be available in the DOWNLOAD MANAGER window for 72 hours.



If you do not have a player that will play MPG2 files, you can download VLC Media Player from this link: <u>http://www.videolan.org/vlc/</u>

For additional information:

CNN International Newsource: 1-404-878-1888 or ins@cnn.com

Bitcentral Support: 1-949-417-4125 or <a href="mailto:support@bitcentral.com">support@bitcentral.com</a>

