

Digital Signage

Introduction

You can use the "Digital Signage" service provided by YMCS to improve the efficiency of information transmission for your smart office building. By publishing welcome messages, important news, and thoughtful reminders on device screens in different spaces of the enterprise, you can add highlights to the smart office environment while effectively enhancing the promotional effect of the corporate culture image.

Prerequisites

- The YDS software on the playback device needs to be version V48.25.x or above.
- Before publishing digital signage, ensure that the device has enabled the screensaver function and selected information display (**Settings > Display > Screensaver**).
- Digital signage can only be published to the devices connected to rooms.

Procedure

Upload and Manage Media Content

1. Sign in to YMCS.
2. Click **Digital Signage > Content > Media**.
3. Click **Add > Upload Image/Video / Add URL**.

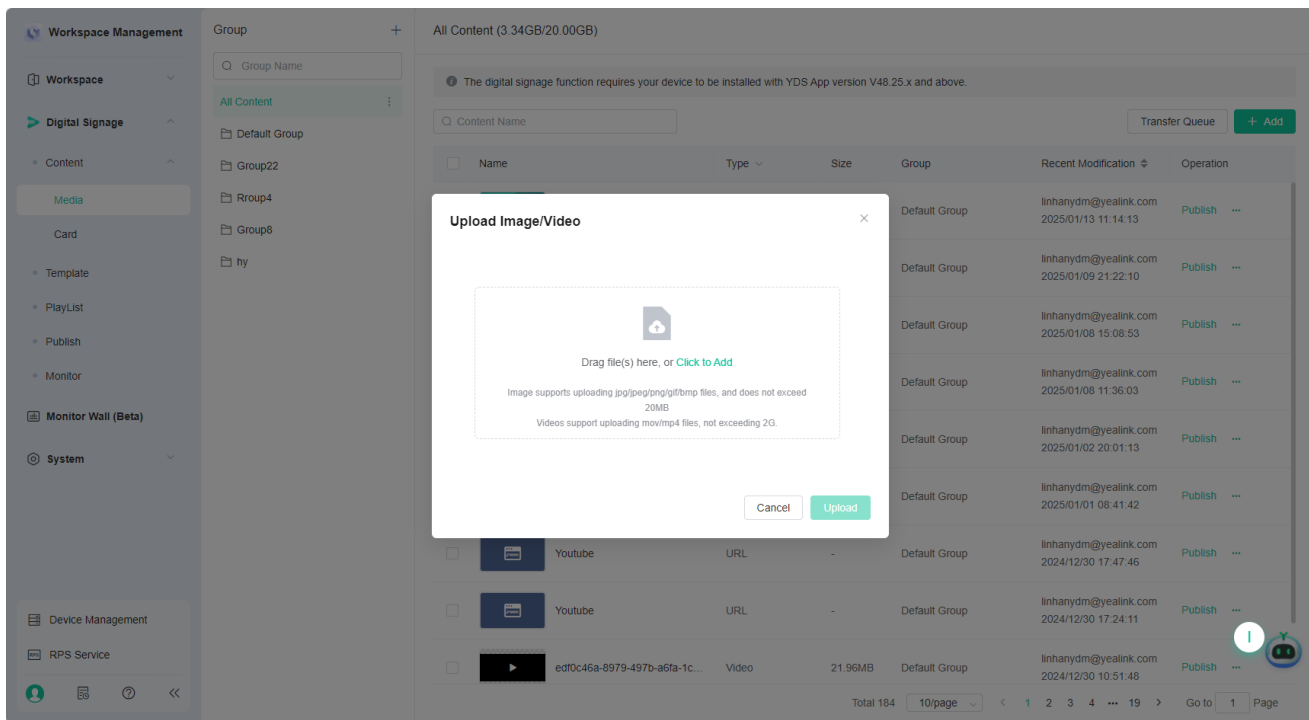


4. Upload media that meet the format and size requirements, and click **Add**.



NOTE

If you need to add a URL as a media, please enter the correct format starting with https.



The screenshot displays the Yealink Digital Signage management interface. On the left, a sidebar contains navigation options: Workspace Management, Workspace, Digital Signage, Content, Media, Card, Template, PlayList, Publish, Monitor, Monitor Wall (Beta), System, Device Management, and RPS Service. The main area shows 'All Content (3.34GB/20.00GB)' with a search bar and a 'Transfer Queue + Add' button. A table lists content items with columns for Name, Type, Size, Group, Recent Modification, and Operation. An 'Upload Image/Video' dialog box is open in the center, featuring a file upload icon and instructions: 'Drag file(s) here, or Click to Add'. It specifies that images support jpg/jpeg/png/gif/bmp files (max 20MB) and videos support mov/mp4 files (max 2GB). The dialog has 'Cancel' and 'Upload' buttons. The background content table includes items like 'Youtube' (URL) and a video file 'edf0c46a-8979-497b-a6fa-1c...' (21.96MB).

! TIP

- When the media occupies a large amount of memory, leaving the upload page during the upload process may cause the upload to be interrupted.
- You can click **Transfer Queue** to view the progress of media uploads.

All Content (372.59MB/20.00GB) Version Requirements ⓘ

Transfer Queue

+ Add

<input type="checkbox"/>	Name	Type	Size	Group	Operation
<input type="checkbox"/>	uc5ue2e00e3741a04...	Image	0.04MB	Default Group	Publish ⋮
<input type="checkbox"/>	IMG_1161.MOV	Video	43.32...	Default Group	Publish ⋮
<input type="checkbox"/>	240e7cb0-3868-4bdc-...	Video	41.72...	Default Group	Publish ⋮
<input type="checkbox"/>	Enregistrement de l'éc...	Video	11.15...	Default Group	Publish ⋮
<input type="checkbox"/>	Enregistrement de l'éc...	Video	11.15...	Default Group	Publish ⋮
<input type="checkbox"/>	u=2224962111,37254...	Image	0.06MB	Default Group	Publish ⋮
<input type="checkbox"/>	u=2224962111,37254...	Image	0.06MB	Default Group	Publish ⋮
<input type="checkbox"/>	Enregistrement de l'éc...	Video	11.15...	Default Group	Publish ⋮

Total 43
10/page
< 1 2 3 4 5 >
Go to Page

5. After successful upload, manage the media in the media list.

- Select a group to view media in each group separately; supports adding, renaming, and deleting groups.
-



Click > **Transcode** to the right of any video material, then select the encoding format, resolution, and frame rate to transcode the video material. [In what situations is it suitable to transcode video materials?](#)


-



Click > **Transcode records** to view the transcode records of successful, in-progress, and failed transcodes over the past 7 days.

-



Click  > **Publish to Teams**. For more information, please refer to: [Use Digital Signage in Microsoft Teams Rooms Pro Management](#).


-



Click  > **Copy** to duplicate the media.


-



Click  > **Copy to** to duplicate the media to another group.


-



Click  > **Move** to move the media to another group.

-



Click  > **Delete**, and choose whether to synchronize the deletion with associated digital signage.



! NOTE

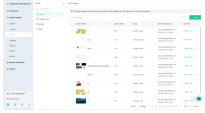
Only video materials support transcoding.

Create and Manage Card Content

You can combine and edit relevant media to create card content for display on devices.

Create Card Content

1. Sign in to YMCS.
2. Click **Digital Signage** > **Content** > **Card**.

3. Click **Create**.4. Customize the content name and canvas ratio, and click **Next**.

5. On the left side of the interface, select media or components; click/drag them to the canvas; click on the corresponding media or component on the canvas to select it; adjust the size, copy, paste, and arrange the media or components on the right side of the interface.

- **Medias:** Medias uploaded in the [media management](#).
- **Components:** Components provided by the system, as explained below:
- **Component Name****Description**

Calendar	Support adding meeting schedules.
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Only supports:

 1. O365 schedule synchronization
 2. Display of schedule information in meeting rooms equipped with door signs. If calendar integration services are not used or there are no door sign devices in the enterprise, this component cannot be practically used.

Room Info

Support adding and displaying meeting room information.

Image

Supports adding and displaying images, as well as background color settings.

Video

Supports adding and displaying videos.

Web Page

Supports adding URLs and displaying corresponding web pages. You can choose to add URLs by manual input, media library, or monitor wall.

Text

Supports adding and displaying text.

Carousel

Supports adding multiple images/videos to display them in rotation. Up to 10 media can be uploaded.

Message

Supports adding messages that will scroll during playback.

Time

Supports real-time display of the current date and time.

Sensor

Supports selecting sensor devices within the enterprise and displaying corresponding temperature and humidity.

QR

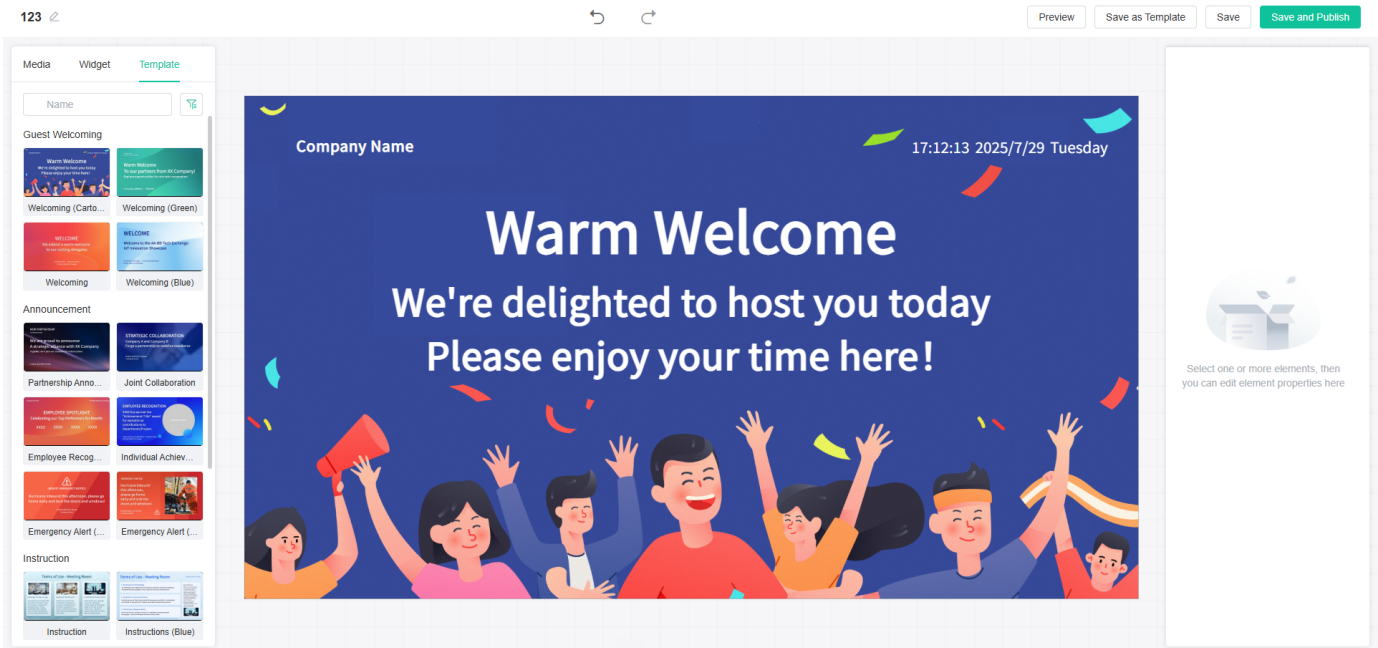
Supports generating corresponding QR code images by inputting website URLs.

! **NOTE**

A license is required for selecting the monitor wall in the Web Page widget.

1. Click **Save** to save the card content, or click **Save and Publish** to [immediately publish the content to the device](#).


2.



Manage Card Content

1. Sign in to YMCS.
2. Click **Digital Signage > Content > Card**.
3. Perform any of the following:
 - o Select a group to view the content within each group, you can adding, renaming, and deleting groups.
 - o



Click  > **Publish to Teams**. For more information, please refer to: [Use Digital Signage in Microsoft Teams Rooms Pro Management](#).


- o Click **Edit** on the right of any media to edit the card content.
- o



Click  > **Copy** on the right of any media to copy the content.


- o



Click  > **Copy to** on the right of any media to copy the content to another group.

- o

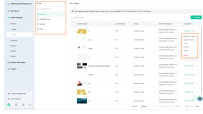


Click  > **Move** on the right of any media to move the content to another group.

- o



Click **Delete** on the right of any media and confirm in the pop-up window.



Template management

The template management has preset templates suitable for various occasions. In addition, you can also customize templates for reuse in the future.

1. Log in to YMCS.
2. Click **Digital Signage > Template**.



3. Do one of the following:
 - o Preview templates by category.
 - o Select the appropriate template according to your needs, hover the mouse over the thumbnail, and click **Start Design**. You will be redirected to [Card Content](#) editing interface, you can make further edits based on this template.

- o



Hover over the thumbnail of any template and click **Edit**.

- o



Hover over the thumbnail of any template and click **Delete**.

- o Click **Create templates** in the upper right corner to customize the template for future use. For more information, please refer to: [Card Content](#).



PlayList

Create PlayList

Make cards/media into playlists for playback.

1. Log in to YMCS.
2. Click **Digital Signage > PlayList > Create**.

NOTE

A maximum of 50 content pages can be added to a single playlist.

The screenshot displays the 'All Content' management page. On the left, a sidebar under 'Workspace Management' lists various sections. The main content area features a search bar for 'Content Name' and a '+ Create' button. Below is a table with the following data:

Playlist Name	Duration	Group	Recent Changes	Operation
13213	00:02:18	Default Group	linhanydm@yealink.com 2024/12/30 20:20:10	Publish Edit ...

At the bottom right, there is a pagination control showing 'Total 1' items, '10/page', and 'Go to 1 Page'.

3. Name and group the playlist and click **Next**.

The screenshot shows the 'Create Playlist' dialog box overlaid on the main interface. The dialog contains the following fields and controls:

- Playlist Name:** A text input field with a placeholder: "Please enter the playlist name, up to 256 characters".
- Group:** A dropdown menu currently set to "Default Group".
- Buttons:** "Cancel" and "Next" buttons at the bottom right of the dialog.

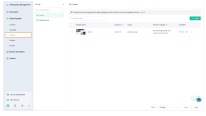
- Select the card/media/existing playlist on the left side of the interface; click to add to the editor on the right.
- You can drag the content to adjust the order; a preview video will be displayed for you at the top of the editor.
- You can check the box below to select a video and perform operations such as editing playback duration, deletion, etc.

1. Click **Save** and the playlist will be saved; or click **Save and Publish** to [publish playlist to the device](#).



Manage playlists

1. Log in to YMCS.
2. Click **Digital Signage** > **PlayList**.



3. Do one of the following:
 - Select a group to view the playlists in each group separately; support adding, renaming, and deleting groups.
 - Click **Edit** on the right side of any playlist to edit the playlist content.
 -



Click on the right side of any playlist content to another group.

> **Move**; or check the playlist, Click **Move** to move the

◦



Click on the right side of any playlist confirm twice in the pop-up window.

> **Delete**, or check the playlist, Click **Delete** and



Publish Information to Specific Device/Space

1. Log in to YMCS.
2. Perform any of the following actions:
 - Click **Digital Signage** > **Content** > **Media** , and click **Publish** on the right of any media.
 - Click **Digital Signage** > **Content** > **Card** , and click **Publish** on the right of any content.
 - Click **Digital Signage** > **PlayList**, and click **Publish** on the right of any playlist.
 - Click **Digital Signage** > **Publish** > **Create**.
3. Edit the specific information for the publish.
 - **Publish Name**: Name the publish.
 - **Type**: Select media/card/playlist.
 - **Publish Content** : Select the content to be published, and you can click **Details** on the right for a preview.
 - **Content Playback Mode**: Select the time and cycle for content playback. The release time supports selecting a time zone.
 - **Publish Object**: Select the specified device or space as the publish object.
 - **Publish Scope**: Select where the digital signage will be played.
4. Click **Temporarily Save** to temporarily save the publish in [Publish Management](#); click **Publish** to execute the publish according to the set time.



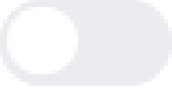

! NOTE

- Playback methods include weekly repetition and one-time release, supporting resource early download.
- Resource early download: Video content is downloaded in advance without affecting the device's performance
- When selecting the space, the playback device bound to this space will automatically execute the publishing task, and the playback will be automatically canceled when the device is unbound from the space

Publish Management

You can manage all publish actions and trace information such as publish time and personnel.

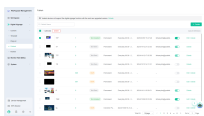
1. Log in to YMCS.
2. Click **Digital Signage** > **Publish**.

3. Click  /  on the right of a publish to enable/disable the publish.

! NOTE

Publishes with incomplete content cannot be enabled and need to be filled in before publishing.

- Click **Edit** on the right of any publish to edit it.
- Click **Delete** on the right of any publish, or select content and click **Delete** .



Digital Signage Effect

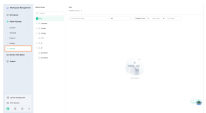
In the published devices, the digital signage effect is as follows:



Monitor

In the monitor page, you can understand the status of all released content in real-time.

1. Log in to YMCS.
2. Click **Digital Signage > Monitor**.



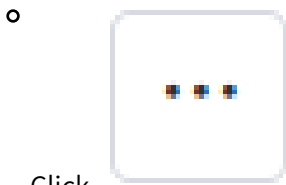
3. (Optional) Select a region to view the publishing tasks in the corresponding region.
4. (Optional) Filter the corresponding tasks by MAC/task name, task status, and publish time.
 - Each card corresponds to a publishing task, and the publishing status will be displayed on the task thumbnail: In Progress/Device Busy/No Content/Offline.



◦ NOTE

- In Progress: The device is playing digital signage.
- Device Busy: The device is currently in use and the digital signage is paused.
- No Content: The device is not currently playing any content.
- Offline: No device detected or YDS is offline.

- Click **Cancel Play** to immediately stop the device from playing the current task, and the device execution status will change to "Manual End".
- Click **Remove Device** to delete the device from the current page, but it will not cause the device to be unbound from the platform. If you need to unbind, please go to the "Device Management" page.



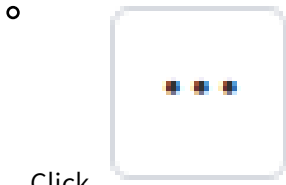
Click

> **Related Task** to view task execution details. Supports one-click adding tasks on the details page.



Click

> **Sleep**, select Immediately/[Scheduled](#) to screen off the device's display.



Click

> **Power Off**, select Immediately/[Scheduled](#) to shut down the device.

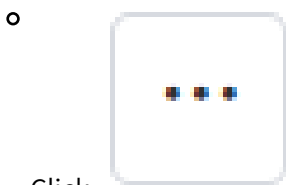


Click

> **Remote Control**, enter the [Remote Control](#) page.

! NOTE

Only if you have a remote control license, your interface will display the entrance to this function.



Click

> **Restart**, select Immediately/[Scheduled](#) to restart the device.

! NOTE

The operational support for various tasks is as follows:

Task type	Cancel display	Remote device	View task	Turn off screen	Shutdown	Restart	Remote control	Device details	Go to device details page
In	Sup		Sup	Supp	Sup	Sup	Supp	Supp	Support

Progress	port		port	port	port	port	port	port	
Device Busy	Support		Support	Support	Support	Support	Support	Support	Support
No Content			Support	Support	Support	Support	Support	Support	Support
Offline		Support	Support	Support	Support	Support	Support	Support	Support

Whether the screen can be turned to sleep, turned off, or remotely controlled, please refer to the actual support of the device.

Yealink

Publish Device: 21

In Progress

Publish Time
Start Date to End Date

301
Device 301 (MAC: [redacted])

Model: RoomPanel Plus

On-time Everyday 00:00 - 23:59

In Progress

Cancel Play
⋮

302
Device 302 (MAC: [redacted])

Model: MeetingBoard 65 Pro

On-time Everyday 00:00 - 23:59

In Progress

Cancel Play
⋮

303
Device 303 (MAC: [redacted])

Model: RoomCast

On-time Everyday 00:00 - 23:59

In Progress

Cancel Play
⋮

304
Device 304 (MAC: [redacted])

Model: MeetingEye 500

On-time Everyday 00:00 - 23:59

In Progress

Cancel Play
⋮

305
Device 305 (MAC: [redacted])

Model: RoomCast E2

On-time Everyday 00:00 - 23:59

In Progress

Cancel Play
⋮

306
Device 306 (MAC: [redacted])

Model: RoomCast

On-time Everyday 00:00 - 23:59

In Progress

Cancel Play
⋮

307
Device 307 (MAC: [redacted])

Model: MeetingEye 500

On-time Everyday 00:00 - 23:59

Use Digital Signage in Microsoft Teams Rooms Pro Management

Introduction

It supports the use and publishing of digital signage created by YMCS in Microsoft Teams Rooms Pro Management.

Prerequisites

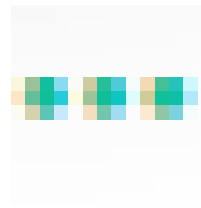
- Teams App has Microsoft Teams Rooms Device with Pro License, and the version is 5.1 and above.
- The system version is Windows 10/11.

Procedure

Get content in YMCS

1. Sign in to YMCS.
2. In the Workspace Management, click **Digital Signage > Content**.

•

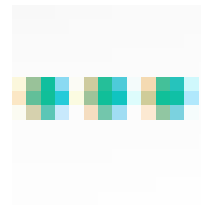


If you need to obtain the media content, enter **Media** and click

> **Publish to Teams** on the right side of any media.

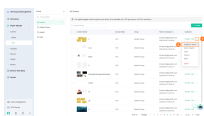


•



If you need to obtain the card content, enter **Card** and click

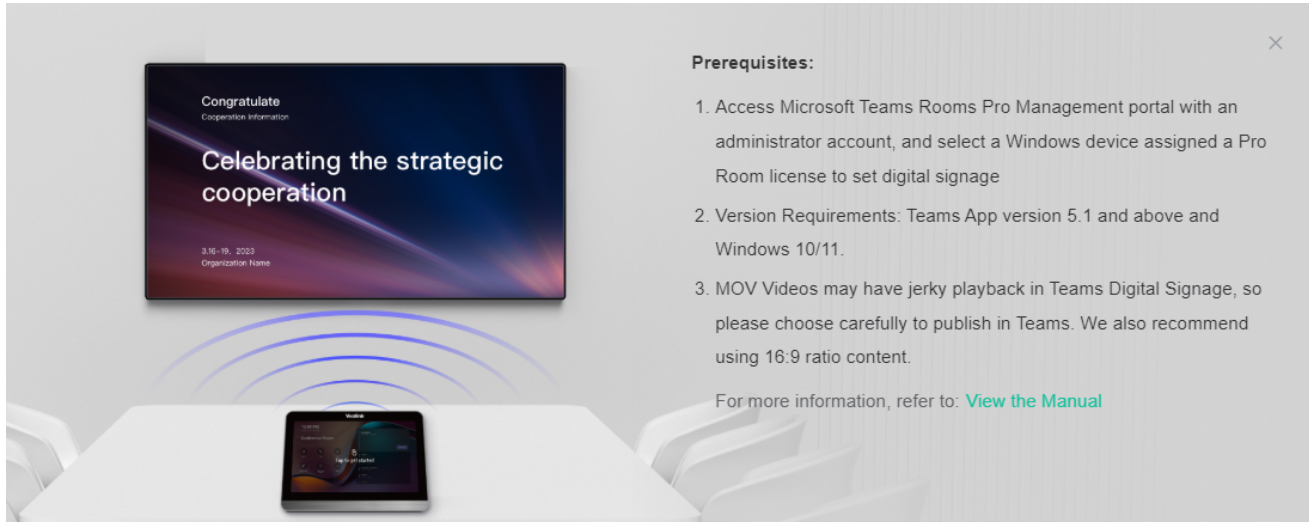
> **Publish to Teams** on the right side of any card.



1. Click **Copy** in the pop-up window; meanwhile, you can click **Re-generate** to regenerate the link and then copy a new one.

**NOTE**

The original link will be invalid after it is regenerated. If you have published the content to Microsoft Teams Rooms Pro Management, you need to replace the source in the digital signage with the new link.



Copy the generated digital signage link below and publish to Microsoft Teams Rooms

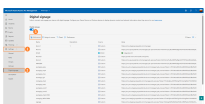
```
https://ymcs.staging.onyealink.com/manager/yds-preview?token=Bx4ngehK%2Bd2QwF6Q3vUBSPRaGviF0nMbzh29FUKpc1IJ10Yj1AJ
oHYdmUHSgbcfS3lfEeb48tDsf4HB%2Fa4b2B%2Fp8HWo%2Fd4jE%2BeUZyVIZW6OE1FwoICUZZ7J75FVdU6mUAqfVKiiKA5e3PHZxtn
P3tQUuq0BFdnoIndR2MgVsYeE6afAOSFHnll0SeJUSAKWmRGuvw1U67MX7U%2BiNgsIDv%2Fg%2B8hel7In4cTYKB1kUs%3D&id=...
```

Re-generate

Copy

Publish content to Microsoft Teams Rooms Pro Management

1. Access Microsoft Teams Rooms Pro Management.
2. Log in to the administrator account and select the Windows device assigned the Professional Edition meeting room license.
3. Click **Settings** > **Digital Signage** > **Add Source**.



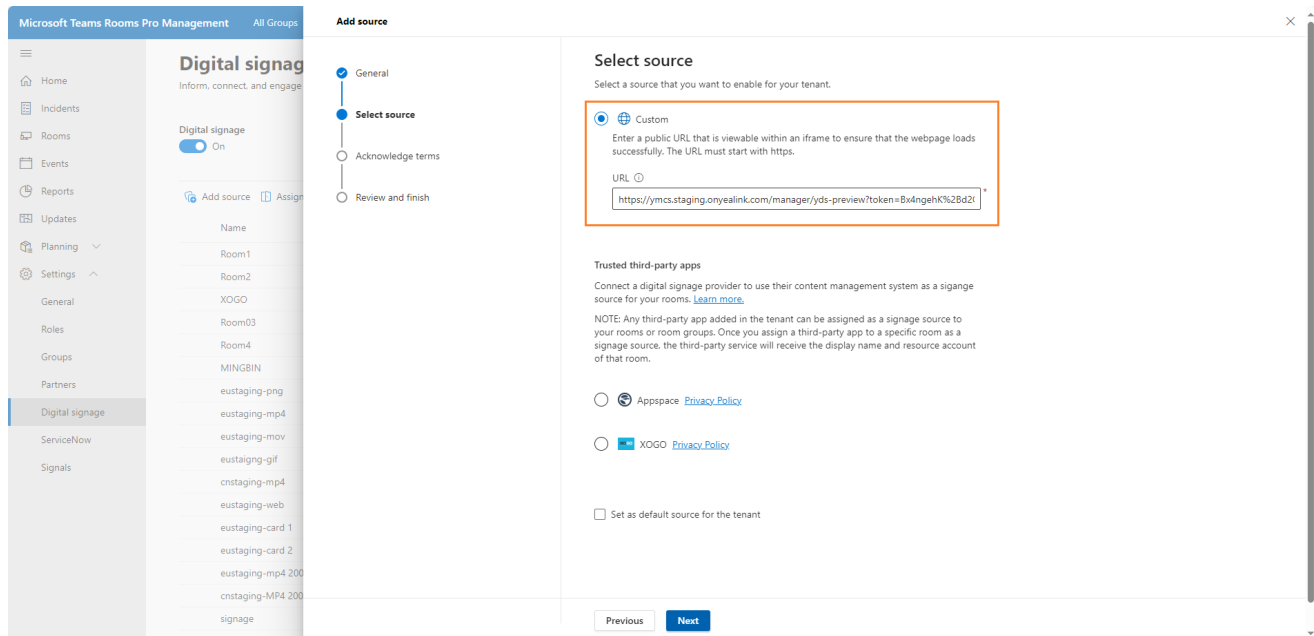
4. Edit relevant information and publish the digital signage. Among them, when configuring to **Select Source**, you need to select **Custom** and fill in [the link you obtained in YMCS](#).
For complete operations, please refer to: [Teams Documentation—How to configure third-party digital signage](#).

**NOTE**

- MOV Videos may have jerky playback in Teams Digital Signage, so it is recommended to use MP4 Video. In addition, to avoid cropping, we

recommend using 16:9 ratio content.

- If you have performed a Re-generate operation in YMCS, the original link will be invalid. You need to ensure that the source is the latest link before the digital signage can take effect.



Manage digital signage in Rooms of Microsoft Teams Rooms Pro Management

For Rooms that have been configured with digital signage, you can manage them in Rooms.

1. Access Microsoft Teams Rooms Pro Management.
2. Log in to the administrator account and select the Windows device assigned the Professional Edition meeting room license.
3. Click **Rooms**.
4. Select a room that has configured with digital signage.
5. Click **Settings** > **Digital Signage**. For more information, please refer to: [Teams Documentation](#).

