Panasonic

User Guide

Cloud Application
P2 Cast

Contents

Introduction

- The SDXC logo is a trademark of SD-3C, LLC.
- Microsoft and Windows are trademarks or registered trademarks of Microsoft Corporation in the United States and other countries.
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About this guide

- Descriptions in this guide are based on the assumption that settings regarding the wired LAN and wireless LAN on the computer and mobile terminals are completed. For how to setup these settings, please contact the manufacturers of the devices you are using.
- Please note that Panasonic cannot take any responsibility regarding any damages caused by incorrect setting of the network in order to use this application. Please also note that Panasonic cannot take any responsibility regarding any damages caused by using this application.
- In this guide, "P2 device" refers to memory card camera-recorders, recording and playback devices without camera functions (such as memory card recorder-players), and similar devices. For convenience, memory card camera-recorders are referred to as "P2 Camera Recorders." Instructions in this guide mention a P2 Camera Recorder as an example of a P2 device.
- Descriptions of Memory Card Camera-Recorder operation (hereafter referred to as P2 Camera Recorder) are based on the assumption that you have already read through the P2 Camera Recorder operating instructions and have fully understood how it operates.
- Phrases enclosed in brackets refer to user interface elements in this application or P2 Camera Recorder menus, or on computers or mobile devices.
- Figures and screenshots may differ from actual products or screens.
- Cross-references are noted as in (→ 00).
- This information is subject to change without notice.
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Terms in this guide

- For convenience, SD, SDHC, and SDXC memory cards are all referred to as "SD memory cards."
- Memory cards bearing a P2 logo are referred to as "P2 cards."
- Proxy files uploaded from a P2 Camera Recorder using this application are referred to as "shots." In some instances, "proxy file" is used for clarity.

Precautions

- Avoid doing the following while an operation in the application is in progress. This may cause data corruption or other problems.
  - Turn off or restart the computer or mobile device.
  - Switch users or sign out
  - Disconnect from the network
  - Use other software, especially software that often writes to disk, or video recording/encoding software that is processing- or memory-intensive
- If limited system resources prevent the application from running, close other software and try logging in again.

Notice regarding security

When using this application, you may encounter the following damages.
• Leaking of customer privacy via this application
• Illegal operation of this application by malicious third parties
• Interference or stopping of this application by malicious third parties
Take appropriate security measures for the computer and mobile devices.
• Limit the users that can log in by setting up passwords.
• Use passwords that are hard to guess.
• Change the password periodically.
• Panasonic Corporation and its affiliate companies will not directly inquire as to a customer's password. Do not give your password in answer to any such direct inquiries.
• To avoid information leaks, clear your browsing history and saved passwords before having your computer or mobile devices serviced, or before disposal or transfer of ownership.

Caution regarding security when using a wireless LAN product
The wireless LAN will communicate information between the computer and wireless access points using radio wave instead of LAN cable, so there is a merit of making a LAN connection freely if it is within the range of the radio wave. However, radio wave can reach anywhere in its range regardless of obstacles (walls, etc.), so it may cause following problems if the settings regarding security is not set.
• Interception of communication contents
  Malicious third parties may intercept the radio waves, and private information such as ID, password, or credit card numbers, etc., contents of the mail, may be intercepted.
• Unauthorized invasion
  Malicious third parties may access a private or corporate network without authorization, and steal private information or classified information (leakage of information), release fraud information by impersonating a specific person (spoofing), rewrite and distribute the intercepted contents (falsification), or destroy data or systems by spreading computer viruses (destruction), etc.
The wireless LAN adapter and the wireless access point have security mechanisms to deal with these problems, so just by using these settings when using the wireless LAN product will decrease the possibility of these problems occurring.
Security settings may not be set up on the wireless LAN equipment at the time of purchase. To reduce the possibility of security problem occurring at the user site, make sure to set up all the settings regarding wireless LAN equipment in accordance with the operating instructions of each wireless LAN equipment before using the wireless LAN equipment. Also, please note that the security settings may be breached by special methods due to the specification of the wireless LAN.
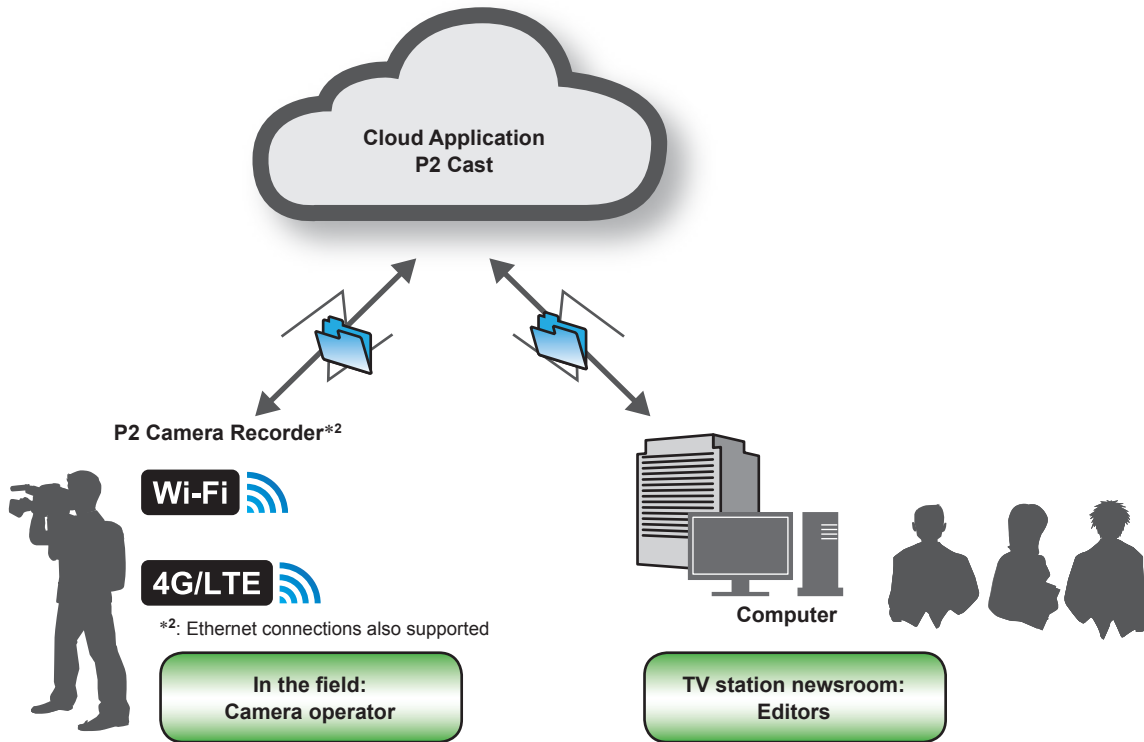If you cannot setup the security settings for using the P2 Camera Recorder via wireless LAN by yourself, please contact a dealer. It is recommended to use the product fully understanding the risk when the security setting is not setup, and to setup the security setting under judgment and responsibility of the customer.

Overview of P2 Cast cloud application

P2 Cast links P2 Camera Recorders in the field with a broadcasting station via the cloud, as a cloud application that can streamline and accelerate production workflows in news reporting.
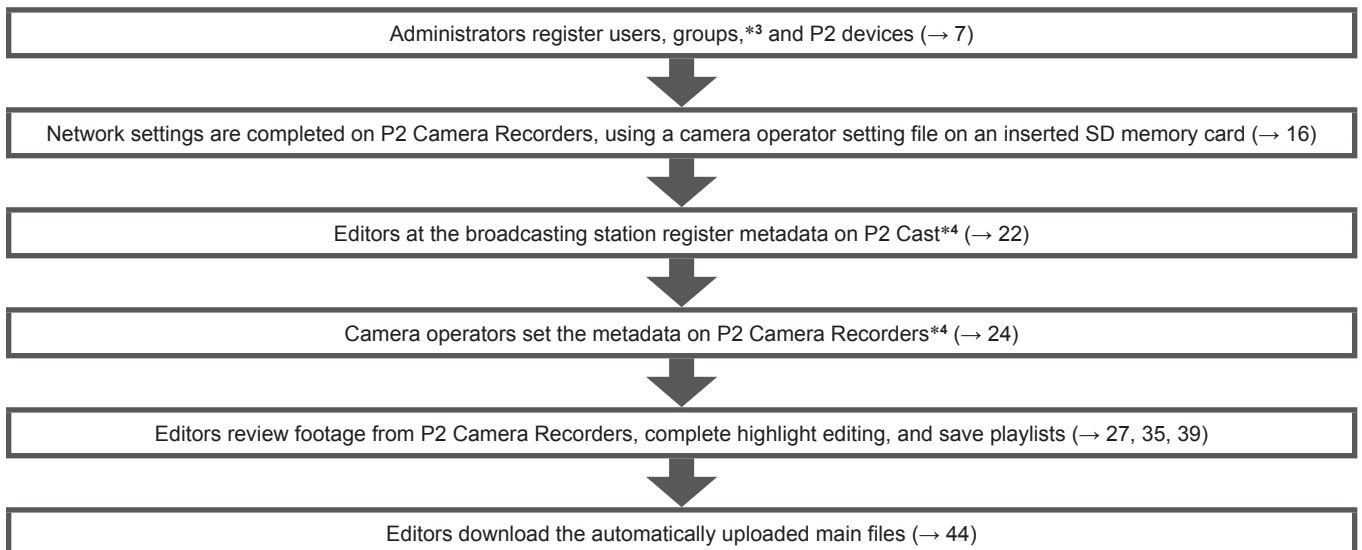Footage from P2 Camera Recorders can be viewed in P2 Cast, which enables highlight editing to trim and extract required segments. Editing information, in the form of a playlist, is automatically sent to P2 Camera Recorders, and high-resolution video of required segments ("main files") is extracted and uploaded automatically from P2 Camera Recorders to P2 Cast.[1]
[1]: It can also be uploaded to an FTP or SFTP server ("FTP/SFTP server"). (→ 39)

Cloud Application P2 Cast

P2 Camera Recorder[2]

Wi-Fi

4G/LTE

[2]: Ethernet connections also supported

Computer

In the field: Camera operator

TV station newsroom: Editors

P2 Cast eliminates the need for conventional recording media transportation and costly satellite links. It can be a valuable application in emergency news reporting.

Using P2 Cast involves the following steps.

Administrators register users, groups,[3] and P2 devices (→ 7)

Network settings are completed on P2 Camera Recorders, using a camera operator setting file on an inserted SD memory card (→ 16)

Editors at the broadcasting station register metadata on P2 Cast[4] (→ 22)

Camera operators set the metadata on P2 Camera Recorders[4] (→ 24)

Editors review footage from P2 Camera Recorders, complete highlight editing, and save playlists (→ 27, 35, 39)

Editors download the automatically uploaded main files (→ 44)

[3]: Group registration is optional.
[4]: Metadata registration is optional.

System requirements

• First, confirm that your computer supports wired or wireless LAN connections.
• Operation is not necessarily ensured with all wireless or wired LAN adapters and computers.
• Check the following settings.
  – P2 device connections may be blocked by security software (specifically, firewalls) or wireless/wired LAN adapter utilities.
  – Confirm that the network is not set up as a bridged network.
  – Confirm that the application is not blocked by a firewall.

Compatible P2 device models

For information on supported models, visit the Broadcast and Professional AV Global Web Site (http://pro-av.panasonic.net/en/).

Compatible operating environments

Computer

OS:	Windows 7 SP1, 32- or 64-bit
	Windows 8.1, 32- or 64-bit
Browser:	Chrome 33.0.1750.146 m or later
Recommended screen resolution:	1440 x 900 or more

Mobile browser

Android	Chrome for Mobile (Android 4.4)
iPad/iPhone	Mobile Safari (iOS 8)

Registering users, groups, and P2 devices

Before P2 Cast can be used, an administrator must register users, user groups, and P2 devices (such as the camera recorders used in production). Group registration is optional, and all that is needed initially is to register users and P2 Camera Recorders.
Log in to P2 Cast and register this information as described.
Administrators are notified of the access URL, user ID, and password needed to log in when the application is licensed.

Logging in to P2 Cast

1 In the browser address bar, enter the URL notified from Panasonic.

2 Enter the user ID and password notified, and then click [Login].
Passwords are concealed by •.
• After user registration (→ 8), users can log in with their own user account.
Once you have logged in, the P2 Cast home screen is displayed.
The following example shows the screen after user registration and other settings are complete.

① **Menu bar**
Switch to the home screen, user list screen, or other screens.
② **Search pane**
Filter shot list display as needed.
③ **Shot list**
Lists shots uploaded automatically from P2 Camera Recorders, if the current user is authorized to view them (→ 9).
④ **Shot list menu bar**
Indicates how many shots are displayed and enables searching, downloading, and more.
⑤ **Logout button**
Log out of P2 Cast from this menu by clicking [⏻ Logout].
⑥ **Playlist authoring area**
Play shots selected in the shot list, complete highlight editing, and add prepared subshots to the item box.
⑦ **Playlist actions area**
Save playlists combining your added subshots in P2 Cast, re-edit playlists, or download files.

Note
● Multiple user IDs cannot be used to log in simultaneously from the same computer.
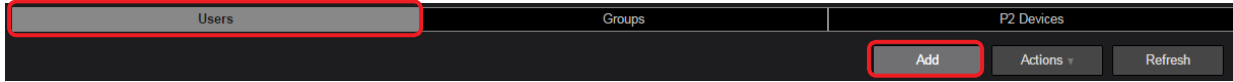
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Registering users

Register video editors, camera operators, and others at TV stations or production companies.
Up to 2,000 users can be registered.

1 **Click [CONFIG] in the home screen menu bar.**

| HOME | METADATA | PLAYLIST | CONFIG | SETTINGS |

2 **Click [Users], and then click [Add].**

| Users | Groups | P2 Devices |

Add   Actions ▾   Refresh

After user registration, you can complete the following settings by clicking the user (so that the background turns maroon) and then clicking the [Actions] menu.

Item	Setting
[Edit]*1	Edit settings of registered users.
[Password Change]*1	Change passwords of registered users.
[Delete]*1, *2	Delete registered user accounts.
[Download Profile]*3	Download your own profile to a computer.
[Browse History]	Display the login time and IP addresses that have accessed to the P2 Cast. (Up to last 10 access.)

*1: Besides administrators, users registered with [User Management] set to [Enabled] (→ 9) can also edit other users' settings.
    For users labeled with 🔒, clicking [Edit] only enables email editing.
*2: The current user cannot delete their own user account.
*3: Besides the current user and administrators, users registered with [User Management] set to [Enabled] (→ 9) can also download profiles. However, the password of the relevant user must be entered.
    To download a zip file of user profile (p2nwcon.zip), click a user, enter the user's password, and click [Download]. Extract the downloaded file then copy the "private folder" to an SD memory card to be inserted in the P2 Camera Recorder. (→ 16)
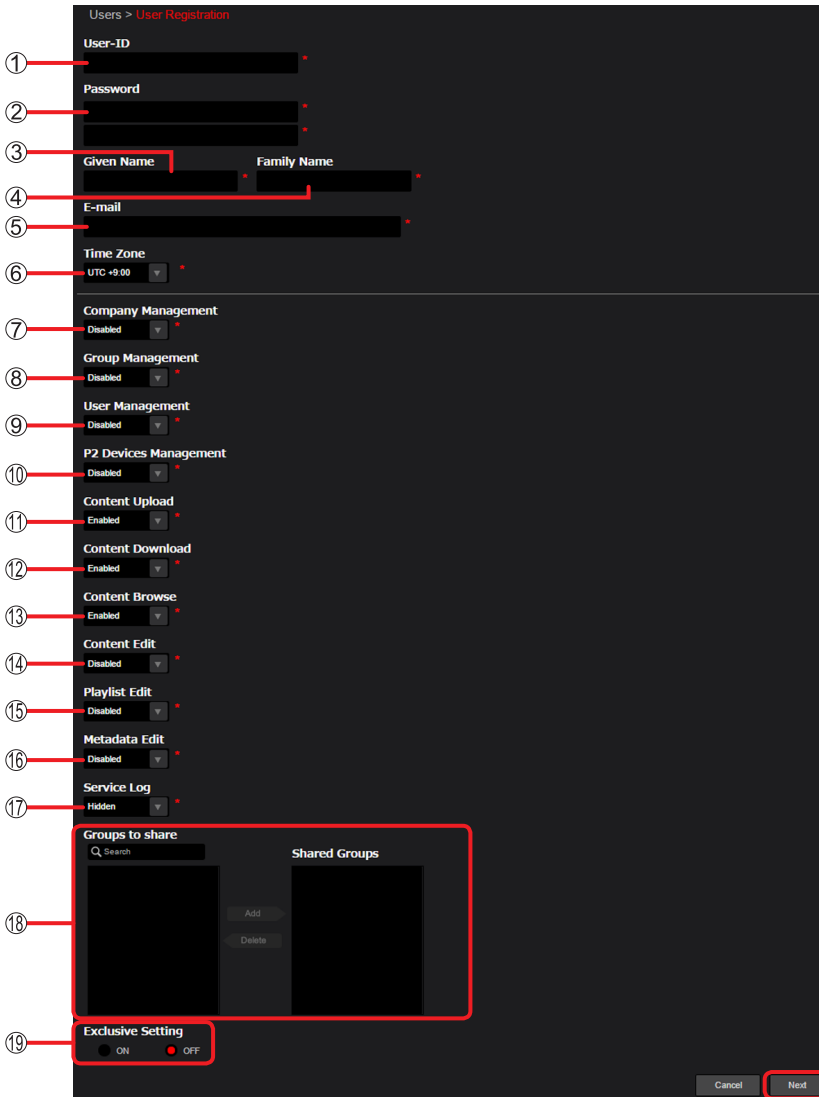
Note
● Click [Refresh] to view any new users registered by other users since you displayed the user list screen.

3 **Enter the user ID and other information, and then click [Next].**
 * indicates required fields.
 ▼ indicates fields with options listed in a menu (with defaults underlined).

① **[User-ID]:**
Enter a user name used to log in.
(2–24 characters, consisting of lowercase letters or numbers.)

② **[Password]:**
Enter a password used to log in.
Enter the same password in both fields (8–24 characters, consisting of uppercase and lowercase letters and numbers, as in Abcd1234).

③ **[Given Name]:**
Enter a first name to display at login.

④ **[Family Name]:**
Enter a last name to display at login.

⑤ **[E-mail]:**
Enter the email address of the user registered.
For camera operators, ideally this is a mobile address used in the field.

⑥ **[Time Zone]:**
Enter the offset from coordinated universal time (UTC).
(In a range from UTC -12 hours to UTC +14 hours.)

⑦ **[Company Management]:**
Specify whether authorized to change rights involved in company* management.
* Refers to the organization (such as a TV station or production company) of all registered P2 Cast users.

[Disabled]:   Not authorized to change these rights
[Enabled]:   Authorized to change these rights

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⑧ **[Group Management]:**
Specify whether authorized to assign group* management rights.
* Multiple users who can share the shots they upload with each other.

[Disabled]:   Not authorized to assign these rights
[Enabled]:   Authorized to assign these rights

⑨ **[User Management]:**
Specify whether authorized to assign user management rights.

[Disabled]:   Not authorized to assign these rights
[Enabled]:   Authorized to assign these rights

⑩ **[P2 Devices Management]:**
Specify whether authorized to assign streaming rights for P2 devices.

[Disabled]:   Not authorized to assign these rights
[Enabled]:   Authorized to assign these rights

⑪ **[Content Upload]:**
Specify whether authorized to upload shots from P2 Camera Recorders.

[Disabled]:   Cannot upload shots
[Enabled]:   Can upload shots

⑫ **[Content Download]:**
Specify whether authorized to download shots, playlists, main files, and other files.

[Disabled]:   Cannot download files
[Enabled]:   Can download files

⑬ **[Content Browse]:**
Specify whether authorized to browse shots.

[Disabled]:   Can view their own uploaded shots and those shared in their group (→ 13)
[Enabled]:   Can view their own uploaded shots, those shared in their group, and those uploaded by other users in the same
                company (but only shots with [Exclusive shot] ("Restricting shot viewing" (→ 34)) set to [OFF])
[Manager]:   Can view all shots, as long as the user is in the same company

⑭ **[Content Edit]:**
Specify whether authorized to edit shots.

[Disabled]:   Can delete or change property their own uploaded shots
[Enabled]:   Can delete or change property their own uploaded shots and those uploaded by other users in the same company (but
                only shots with [Exclusive shot] (⑲) set to [OFF])
                However, other users can only share their uploaded shots with their own group or an "open" group (which also accepts
                shots shared by non-members).
[Manager]:   Can delete or share all shots, as long as the user is in the same company

⑮ **[Playlist Edit]:**
Specify whether authorized to edit playlists.

[Disabled]:   Cannot edit playlists
[Enabled]:   Can edit playlists

⑯ **[Metadata Edit]:**
Specify whether authorized to edit metadata.

[Disabled]:   Cannot create, edit or delete metadata
[Enabled]:   Can create metadata and can edit, delete and review metadata they have created
[Manager]:   Can create metadata and can edit or delete and review all metadata created by users in the same company

⑰ **[Service Log]:**
Specify whether authorized to assign access rights for the server usage screen.

[Hidden]:   Not authorized to assign these rights
[Browsable]:   Authorized to assign these rights
                After setting [Service Log] to [Browsable], [STATUS] is displayed in the home screen menu bar.
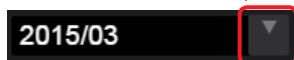
1. Click [STATUS] in the home screen menu bar to display the server usage screen.

[Traffic]:   Display how much incoming and outgoing traffic the server has.
[Storage]: Display the usage volume of the storage.

2. In the selected month list, click a year/month to be displayed.

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⑱ **[Groups to share]:**
After groups are set up (→ 13), in [Shared Groups] you can specify in advance the groups that share uploaded shots. To restrict viewing to members of specified groups, click [ON] for [Exclusive Setting] (⑲).
The [Shared Group] setting can also be completed after shots are uploaded. (→ 34)
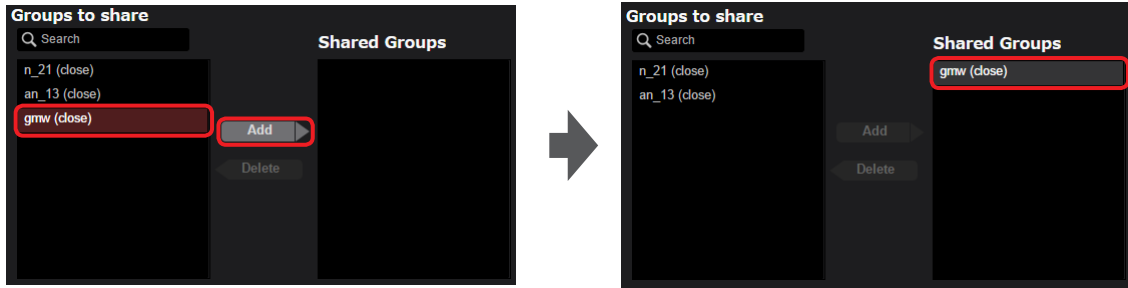
Click a group to share with, and then click [Add] to move the group to [Shared Groups].
(To filter display of the listed groups by group ID, enter some of the group ID in the [🔍 Search] field. Only groups whose ID includes your entered text are listed.)
To remove groups from the [Shared Groups] list, click the group, and then click [Delete].
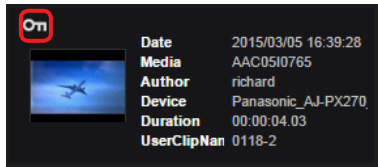
⑲ **[Exclusive Setting]:**
In advance, you can restrict shot viewing to the groups you add to [Shared Groups] in ⑱.

[OFF]: Viewing is not restricted to members of groups under [Shared Groups]
[ON]: Viewing is restricted to members of groups under [Shared Groups]
A lock icon is displayed by shots for which viewing is restricted.

The following is an example of how settings ⑦ – ⑰ can be completed for administrators and video editors at a TV station, as well as camera operators.

Setting	Administrators	Editors	Camera Operators
⑦ [Company Management]	[Enabled]	[Disabled]	[Disabled]
⑧ [Group Management]	[Enabled]	[Enabled]	[Disabled]
⑨ [User Management]	[Enabled]	[Disabled]	[Disabled]
⑩ [P2 Devices Management]	[Disabled]	[Enabled]	[Disabled]
⑪ [Content Upload]	[Disabled]	[Enabled]	[Enabled]
⑫ [Content Download]	[Disabled]	[Enabled]	[Enabled]
⑬ [Content Browse]	[Manager]	[Enabled]	[Disabled]
⑭ [Content Edit]	[Manager]	[Enabled]	[Disabled]
⑮ [Playlist Edit]	[Disabled]	[Enabled]	[Disabled]
⑯ [Metadata Edit]	[Disabled]	[Enabled]	[Enabled]
⑰ [Service Log]	[Browsable]	[Hidden]	[Hidden]

Note

● "This User-ID is already registered" may sometimes be displayed even if there are no users with the same ID at the broadcasting station. In this case, change the user ID.

4 **Review the registration details, and then click [Add].***
A message is displayed indicating that the user has been registered.
* When you have edited settings of a registered user, [Apply] is displayed.

5 **Click [OK].**
The registered user's name, user ID, and email address are now added to the user list screen.
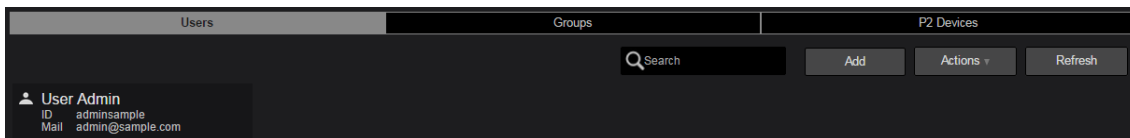
Note

● Besides administrators, users registered with [User Management] set to [Enabled] can also register users.
● On screens where [Back] and [Cancel] are both displayed, clicking [Back] returns to the previous screen, and clicking [Cancel] returns to step **2**.
On screens where [Cancel] is displayed, clicking [Cancel] returns to the previous screen.
The same applies to screens other than for user registration where [Back] and [Cancel] are displayed.

Searching for registered users

Searching for users from the user list screen can be done by administrators and by users registered with [User Management] set to [Enabled] (→ 9).

1 **Click [CONFIG] in the home screen menu bar.**

| HOME | METADATA | PLAYLIST | CONFIG | SETTINGS |

2 **Click [Users].**
The user list screen is displayed.

| Users | Groups | P2 Devices |
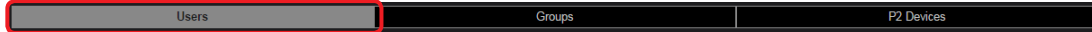
3 **In the [🔍 Search] field, enter a user ID, given name, or family name.**
Once you begin entering letters or numbers, only users whose ID or name includes your entered text are listed.

| Users | Groups | P2 Devices |

🔍 Search   Add   Actions ▾   Refresh

👤 User Admin
ID   adminsample
Mail   admin@sample.com
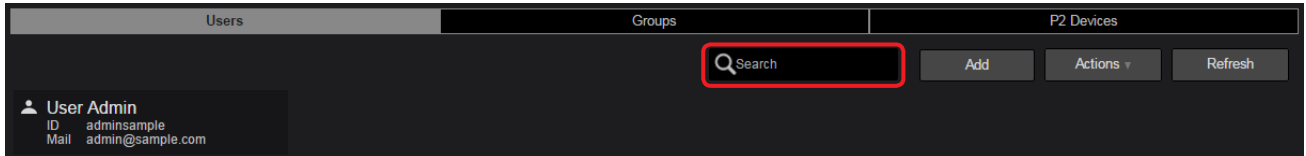
Note
● As long as nothing is entered in the [🔍 Search] field, all registered users are listed.

Registering groups

Members involved with the same broadcast content, such as video editors and camera operators, can be registered in a group. Group registration is available for registered users. Up to 2,000 groups can be registered.
P2 Cast can also be used without registering groups. If you do not need to register groups, go to "Registering P2 devices" (→ 15).

1 **Click [CONFIG] in the home screen menu bar.**

| HOME | METADATA | PLAYLIST | CONFIG | SETTINGS |

2 **Click [Groups], and then click [Add].**

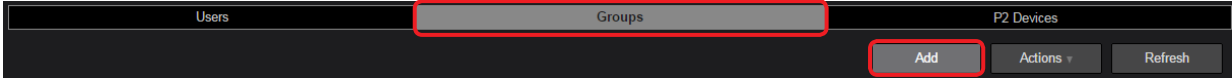| Users | Groups | P2 Devices |

Add　　Actions ▾　　Refresh

After group registration, you can complete the following settings by clicking the group (so that the background turns maroon) and then clicking the [Actions] menu.

Item	Setting
[Edit]	Can edit settings of registered groups.
[Delete]	Can delete registered groups.

Besides administrators, users registered with [User Management] or [Group Management] set to [Enabled] (→ 9) can also edit registered group settings and delete registered groups.

Note
● Click [Refresh] to view any new groups registered by other users since you displayed the group list screen.

3 **Enter the group ID and other information, and then click [Next].**
* indicates required fields.

Groups > Group Registration

Group-ID
①　　　*

Group Name
②　　　*

Share Setting
③ close ▾

Selectable Members
Q Search

User-ID	Name
john	John Smith
susan	Susan Moore
linda	Linda Davis
mary	Mary Jones
james	James Williams
richard	Richard Wilson
adminsample	User Admin

④

Add
Delete

Group Members

User-ID	Manager

⑤

Cancel　　Next

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① **[Group-ID]:**
Enter a name to display on the group list screen.
(2–24 characters, consisting of lowercase letters, underscores, or numbers.)

② **[Group Name]:**
Enter the formal name to display on the group list screen.
(Up to 124 characters, consisting of letters or numbers.)

③ **[Share Setting]:**
Specify whether the group registered will also accept shots shared by non-members.

[open]   Accept shared shots
[close]   Do not accept shared shots (default)

④ **[Selectable Members]:**
Lists registered users.

⑤ **[Group Members]:**
Select users to register as group members.
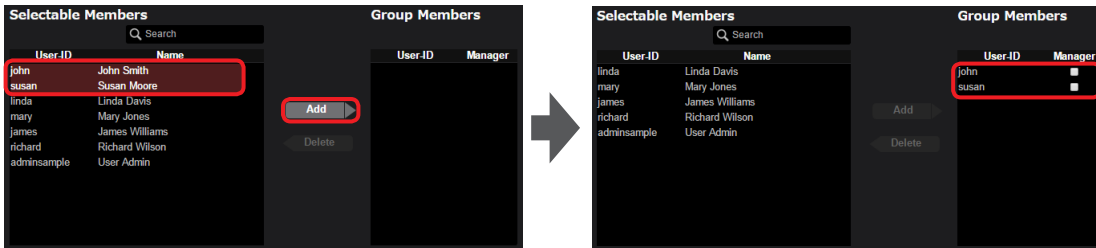
Click a user under [Selectable Members] whom you will register as a group member. Click [Add] to move the user to [Group Members] and register the user as group member.
(To filter display of the listed users by user ID and name, enter some of the ID or name in the [🔍 Search] field. Only users whose ID or name includes your entered text are listed in [Selectable Members].)
To remove registered members from a group, click a member under [Group Members], and then click [Delete] to return the user to [Selectable Members].
To authorize users under [Group Members] to cancel sharing of shots uploaded by other members, click ☐.

4   **Review the registration details, and then click [Add].***
A message is displayed indicating that the group has been registered.
* When you have edited registered group settings, [Apply] is displayed.

5   **Click [OK].**
The registered group's name and ID are now added to the group list screen.

Shows the user ID of users for whom you selected [Manager] in step **3**.

Note

● Besides administrators, users registered with [User Management] or [Group Management] set to [Enabled] (→ 9) can also register groups.
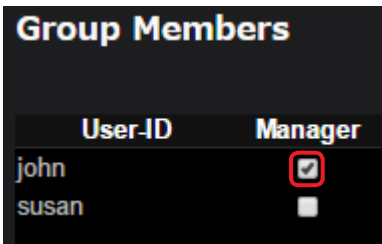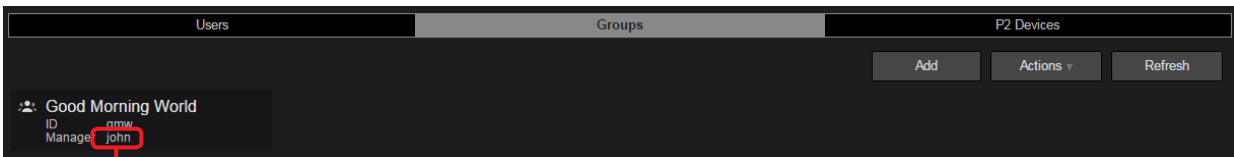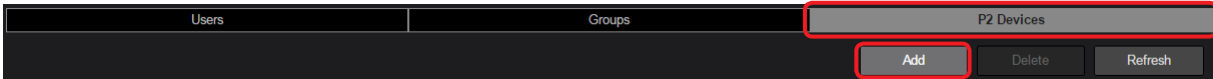
Registering P2 devices

To enable communication with P2 Cast, register P2 devices in P2 Cast.

As P2 devices, you can register P2 Camera Recorders used in the field, as well as similar equipment such as recording and playback devices without camera functions. A P2 Camera Recorder is used as an example in these instructions, but you can register any P2 device the same way.

1 **Click [CONFIG] in the home screen menu bar.**

| HOME | METADATA | PLAYLIST | CONFIG | SETTINGS |

2 **Click [P2 devices], and then click [Add].**

| Users | Groups | P2 Devices |

| | Add | Delete | Refresh |

After camera recorder registration, you can delete a registered camera recorder by clicking it (so that the background turns maroon) and then clicking [Delete].

Note
- Click [Refresh] to view any new camera recorders registered by other users since you displayed the P2 device list screen.

3 **Click the [Device Type] list, select [Panasonic P2], and then click [Next].**

P2 Devices > Nickname Registration
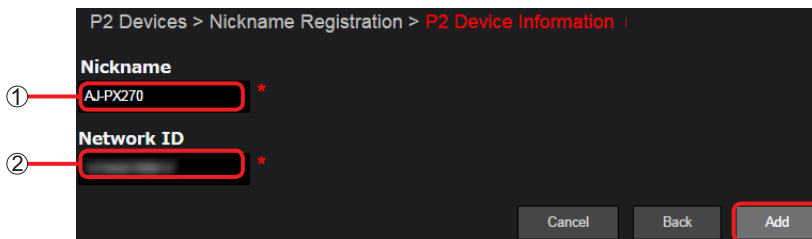
Device Type
Panasonic P2 ▼

Cancel   Next
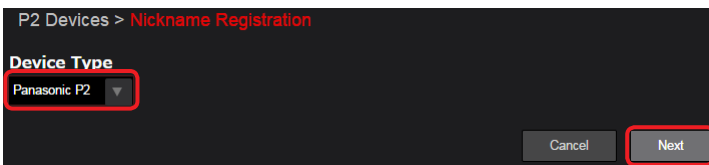
The only type of P2 device available to register is [Panasonic P2]. (As of August 2015.)

4 **Enter the relevant information in [Nickname] and [Network ID], and then click [Add].**
A message is displayed indicating that the nickname has been registered.
* indicates required fields.

P2 Devices > Nickname Registration > P2 Device Information

Nickname
① AJ-PX270 *

Network ID
② ████████ *

Cancel   Back   Add

① **[Nickname]:**
Enter a camera recorder name to display on the camera recorder list screen.
(Up to 64 characters, consisting of letters, underscores, or numbers.)
Always use a different name from any camera recorders that have already been registered.

② **[Network ID]:**
Enter the Network ID as identified in the P2 Camera Recorder's [VERSION] information.
Network ID must be entered with numbers and uppercase letters.
For instructions on accessing [VERSION], refer to the P2 Camera Recorder operating instructions.

5 **Click [OK].**
The registered camera recorder's nickname and Network ID are now added to the P2 device list screen.
[Model] and [Serial No.] are displayed automatically when P2 Cast can communicate with a P2 device, and P2 Cast continues to show this information. However, the information may not be displayed for P2 devices with outdated firmware.
For the latest firmware, visit the Broadcast and Professional AV Global Website (http://pro-av.panasonic.net/en).

Users	Groups		P2 Devices
		Add	Delete	Refresh
Nickname	**Model**	**Serial No.**	**Network ID**
AJ-PX270_Camcorder	AJ-PX270	H4TCA0004	████████

Note
- Besides administrators, users registered with [User Management] set to [Enabled] (→ 9) can also register P2 devices.

Setting up camera recorders

To enable communication between camera recorders and P2 Cast, restart a camera recorder registered in P2 Cast after inserting an SD memory card that contains camera operator information, and then complete camera recorder network settings.
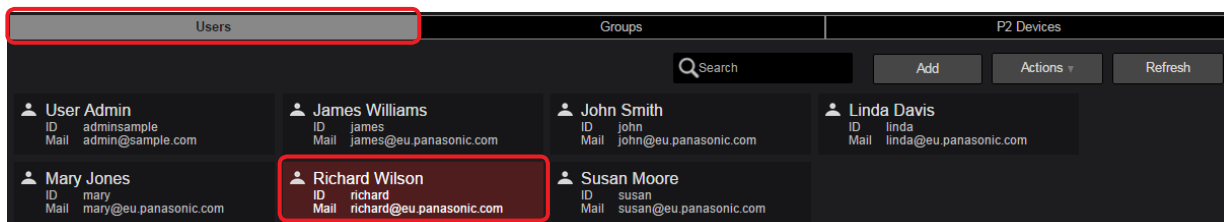These settings are completed by camera operators.

Preparing the SD memory card

To store camera operator information on an SD memory card, a registered camera operator must save a specific file on the card.
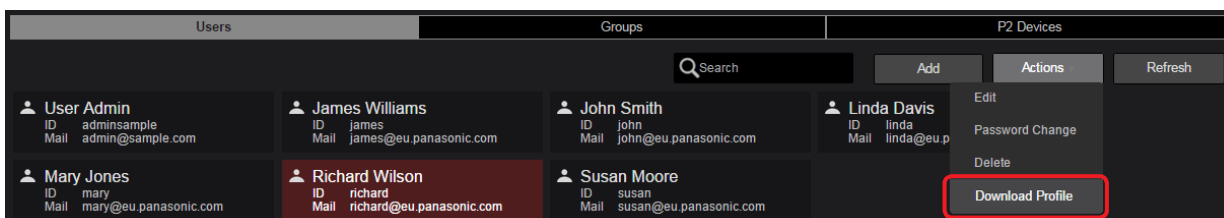
1 Click [CONFIG] in the home screen menu bar.
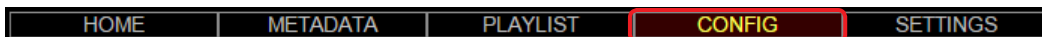
2 Click [Users], and then select the camera operator.
The background of the selected user turns maroon.

3 In the [Actions] list, click [Download Profile].

4 Enter the camera operator's password and click [Download].
A zip file "p2nwcon.zip" containing the operator information is now downloaded to the computer.
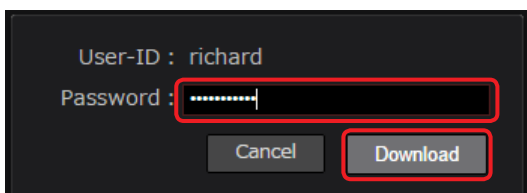
5 Extract the file downloaded in step 4 (p2nwcon.zip) and copy it to the SD memory card.
Extract the downloaded file then copy the "private" folder to the SD memory card. The operator information is stored in "p2nwcon.cnf" file in the P2SD folder, as shown below.
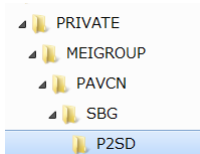
Note
● Besides camera operators and administrators, users registered with [User Management] set to [Enabled] (→ 9) can also download files with camera operator information.
However, the password of the relevant user must be entered.
● If the camera operator's password is later changed, an SD memory card with updated camera operator information must be prepared to replace the information on the camera.

Completing camera recorder settings

The camera operator now inserts the SD memory card containing their information in the P2 Camera Recorder, restarts it, and completes network settings on the camera recorder.

1 **Insert the SD memory card in the P2 Camera Recorder, turn it off, and restart it.**
Camera operator information is now set on the P2 Camera Recorder.

2 **Complete the P2 Camera Recorder network settings.**
For network setting instructions, refer to the P2 Camera Recorder operating instructions.

Registering company information and servers for uploading main files

The following information can be entered or edited from the company screen by administrators and by users registered with [Company Management] set to [Enabled] (→ 9).
• Editing company email addresses (→ 19)
• Editing company time zones (→ 19)
• Registering servers for uploading main files (→ 20)
  Main files can be uploaded not only to P2 Cast but also to FTP/SFTP servers.

Viewing the company screen

1 **Click [CONFIG] in the home screen menu bar.**

HOME	METADATA	PLAYLIST	CONFIG	SETTINGS

2 **Click [Company].**
The company screen is displayed.

Users	Groups	P2 Devices	Company

Users	Groups	P2 Devices	Company

Actions ▾   Refresh

E-mail for Notifications
abc@panasonic.com

Time Zone
UTC +9:00

FTP Servers for Hi-Res Content

Nickname	URL
⊕

Note

● Click [Refresh] to update the display and show any new information edited or registered by other administrators.

Editing company email addresses

1 **Click an email address on the company screen, and then click [Edit] in the [Actions] menu.**
Once you click an email address, the background turns maroon.
Clicking [Edit] will then display the email address editing screen.

Users	Groups	P2 Devices	Company

Actions   Refresh
Edit

E-mail for Notifications
abc@panasonic.com

2 **Edit the email address as needed, and then click [OK].**

Company > Update E-mail Address

E-mail
abcde|@panasonic.com *

Cancel   OK

Editing company time zones

1 **Click a time zone on the company screen, and then click [Edit] in the [Actions] menu.**
Once you click a time zone, the background turns maroon.
Clicking [Edit] will then display the time zone editing screen.

Users	Groups	P2 Devices	Company

Actions   Refresh
Edit

E-mail for Notifications
abc@panasonic.com

Time Zone
UTC +9:00

2 **Click ▼, click the new time zone, and then click [OK].**

Company > Update Time Zone

Time Zone
UTC +9:00 ▼ *
UTC -10:00
UTC -9:00
UTC -8:00
UTC -7:00
UTC -6:00
UTC -5:00
UTC -4:00
UTC -3:00
UTC -2:00
UTC -1:00
UTC
UTC +1:00
UTC +2:00
UTC +3:00
UTC +4:00
UTC +5:00
UTC +6:00
UTC +7:00
UTC +8:00
UTC +9:00

Cancel   OK
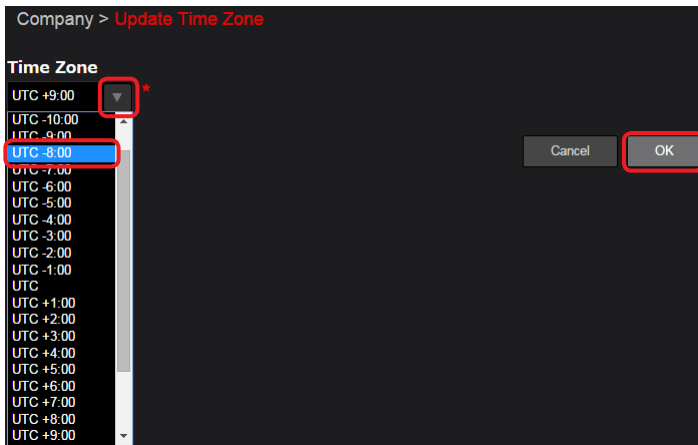
Registering servers for uploading main files

Main files can be uploaded not only to P2 Cast but also to FTP or SFTP servers.
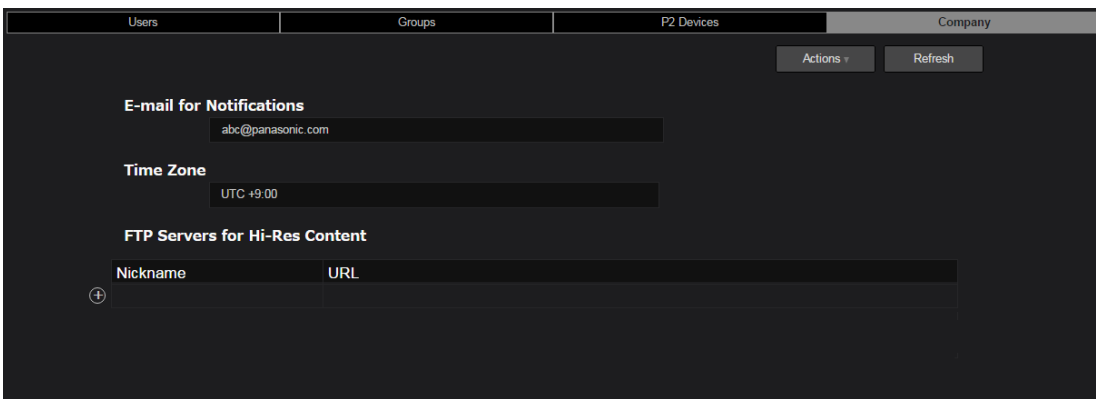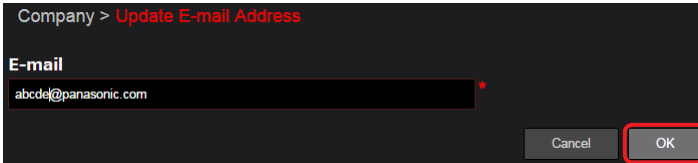First, you must register FTP/SFTP servers for uploading in P2 Cast. Up to 20 servers can be registered.

1 **In the server list on the company screen, click ⊕.**
The server registration screen is displayed.

FTP Servers for Hi-Res Content	
Nickname	URL
⊕	
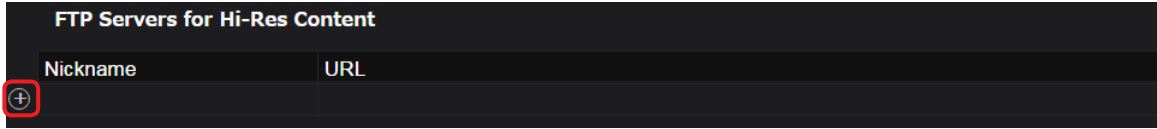
2 **Complete the FTP/SFTP server settings and click [Next].**
* indicates required fields.

Company > FTP Server Registration

① Nickname *
② Server URL *
③ Server Directory *
④ SSH — Enable *
⑤ Port Number — 22 *

Cancel   Next

① **[Nickname]:**
Enter a name for the FTP/SFTP server. (Up to 64 letters or numbers.)

② **[Server URL]:**
Enter the FTP/SFTP server URL.

③ **[Server Directory]:**
Enter the name of the destination directory on the server.
Directories must be created on FTP/SFTP servers in advance. Otherwise, attempting to upload main files from P2 devices may fail.

④ **[SSH]:**
Specify whether to use SSH encryption. (The default value is underlined.)

[Enable]:   Encrypt communication (when an SFTP server is registered)
[Disable]: No encryption (when an FTP server is registered)

⑤ **[Port Number]:**
The port number is entered automatically when files are transferred. (The default value is underlined.)

[22]:   When [SSH] is [Enable]
[21]:   When [SSH] is [Disable]

| Note |

● Information in items ② – ⑤ must be different for each FTP/SFTP server, if multiple servers are used.
● You can also change the port number to a number other than 21 or 22.

3 **Review the registration details, and then click [Add].**

Editing servers for uploading main files

FTP/SFTP server settings registered in P2 Cast can be edited.

1 **Click the nickname or URL of an FTP/SFTP server on the company screen, and then click [Edit] in the [Actions] menu.**
Once you click a nickname or URL, the background turns maroon.
Clicking [Edit] will then display the server editing screen.

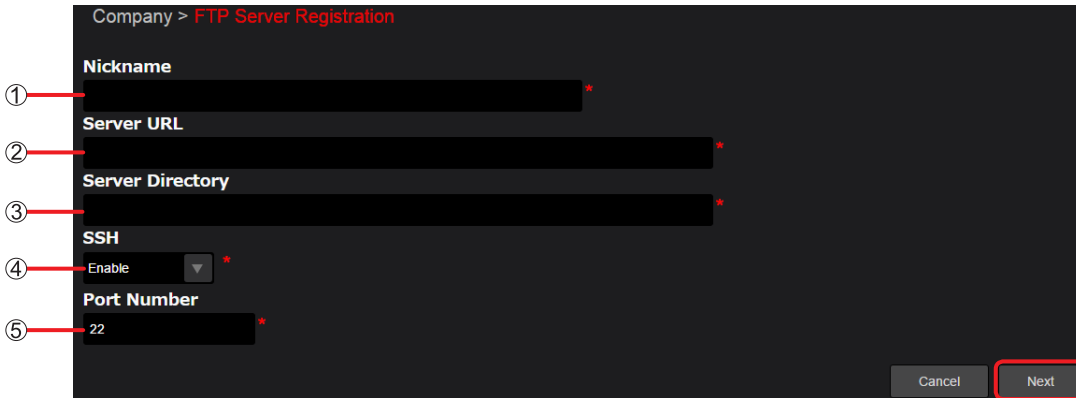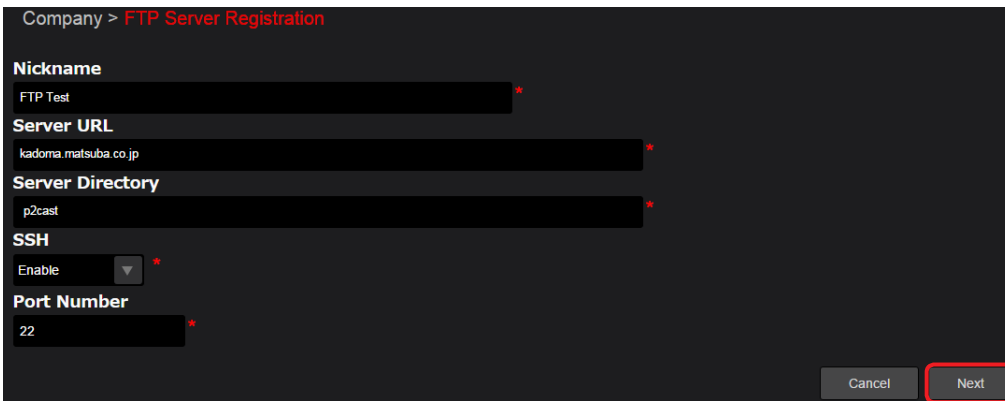**2** **Edit the FTP/SFTP server settings as needed and click [Next].**
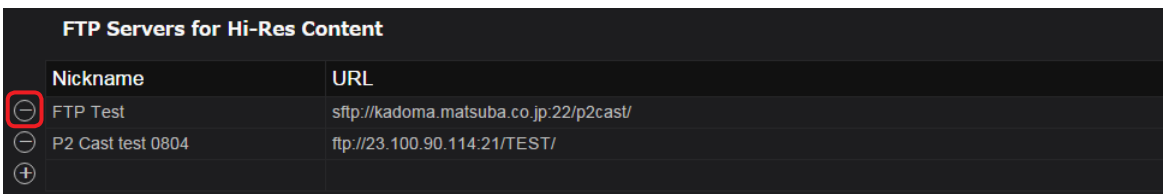

3 **Review the new information, and then click [Apply].**

Deleting servers for uploading main files

FTP/SFTP servers registered in P2 Cast can be deleted.

1 **In the server list on the company screen, click ⊖.**

2 **Review the deletion screen, and then click [OK].**

Registering and setting metadata

Although metadata can be set directly on P2 Camera Recorders, it can also be set from broadcasting stations using P2 Cast.
Once editors have registered metadata such as the shooter, location, and relevant notes in P2 Cast, camera operators can complete a few steps to have this metadata from P2 Cast set on P2 Camera Recorders.
Shots uploaded to P2 Cast will include this metadata, which makes it easy for editors to determine which program the shots are for.
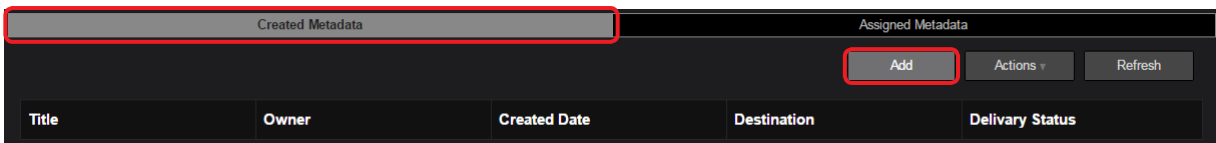
Registering metadata

First, configure the metadata setting so that notification is sent to camera operators. After this, prepare the metadata itself and register it in P2 Cast.
Metadata can be registered by users registered with [Metadata Edit] set to [Enabled] or [Manager] (→ 9).

1 Click [METADATA] in the home screen menu bar.

HOME	METADATA	PLAYLIST	CONFIG	SETTINGS

2 Click [Created Metadata], and then click [Add].

Created Metadata			Assigned Metadata	
		Add	Actions ▾	Refresh
Title	Owner	Created Date	Destination	Delivery Status

After metadata registration, you can complete the following settings by clicking the prepared metadata (so that the background turns maroon) and then clicking the [Actions] menu.

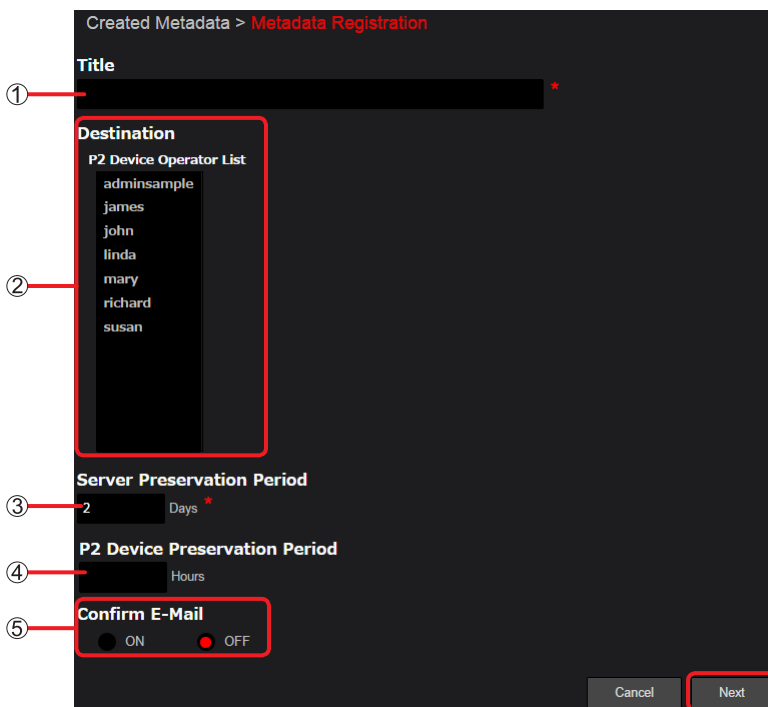| Item	Setting
[Edit]	Edit registered metadata settings.
[Delete]	Delete metadata.
[Properties]	Review metadata setting details.

Metadata registered by other users can be reviewed, edited, or deleted by users for whom [Metadata Edit] is set to [Manager] (→ 9).

Note
● By clicking [Refresh], users registered with [Metadata Edit] set to [Manager] can view any new metadata registered by other users since they displayed the metadata list screen.

3 Enter a metadata title and other details, such as the period for storing it on the server, and then click [Next].
   * indicates required fields.

Created Metadata > Metadata Registration

① Title *

② Destination
P2 Device Operator List
adminsample
james
john
linda
mary
richard
susan

③ Server Preservation Period
2 Days *

④ P2 Device Preservation Period
Hours

⑤ Confirm E-Mail
● ON   ● OFF

Cancel   Next

① **[Title]:**
Enter a title for the metadata. (Up to 100 characters, consisting of letters or numbers.)

② **[Destination]:**
In [P2 Device Operator List], select registered camera operators who will be shooting in the field.

③ **[Server Preservation Period]:**
Enter how long to store the entered metadata in P2 Cast.
A period of up to two weeks from the current day can be entered, in 1-day increments.

④ **[P2 Device Preservation Period]:**
Enter how long to store the entered metadata on P2 Camera Recorders.
A period shorter than the time in [Server Preservation Period] can be entered, in 1-hour increments.

⑤ **[Confirm E-Mail]:**
Users registering metadata can be notified by email once the metadata is set on P2 Camera Recorders (→ 24, 26).

[ON]   Send notification by email
[OFF]   Do not send notification by email (default)

4 **Enter metadata details, and then click [Next].**

① **[User Clip Name]:** Enter a name to apply to the shot.

② **[Creator]:** Enter the name of the person in charge of shooting production.

③ **[Shooter]:** Enter the name of the shooter.

④ **[Place Name]:** Enter the shooting location.

⑤ **[Program Name]:** Enter the piece or program name.

⑥ **[Scene No.]:** Enter the scene number

⑦ **[Take No.]:** Enter the take number.

⑧ **[Reporter]:** Enter the name of the reporter.

⑨ **[Purpose]:** Enter the purpose of shooting.

⑩ **[Object]:** Enter what is being shot.

⑪ **[Text]:** Enter any relevant notes.

5 **Review the registration details, and then click [Add].***
A message is displayed indicating that the metadata has been created.
* When you edit existing metadata, [Apply] is displayed.

6 **Click [OK].**
The title, destination, and other information about the registered metadata is now added to the metadata list screen, and metadata registration is finished.

① **[Title]:** Title of the metadata as entered in step **3**

② **[Owner]:** User who prepared the metadata and registered it in P2 Cast

③ **[Created Date]:** Date when the metadata was registered in P2 Cast

④ **[Destination]:** Camera operator receiving the metadata

⑤ **[Delivery Status]:** Status of sending the metadata to the P2 Camera Recorder
[-]:Metadata not yet sent to the P2 Camera Recorder
[sent]: Metadata sent to the P2 Camera Recorder

Setting metadata on camera recorders

Camera operators in the field are notified by email once metadata has been registered.
This message includes a link to where the metadata is registered. By accessing this URL from their mobile device, operators can send the metadata to the P2 Camera Recorder.
Operators without a mobile device in the field should refer to "Camera operators without a mobile device" (→ 26).

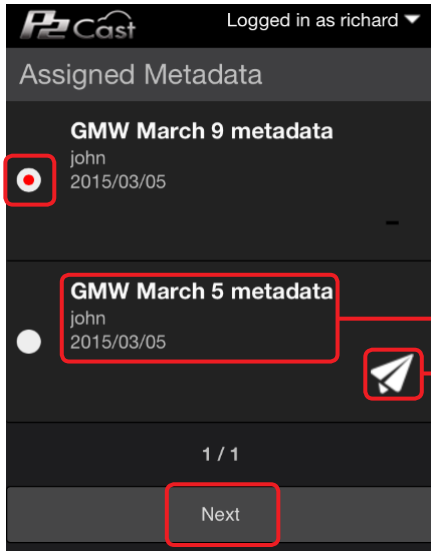## Camera operators with a mobile device

In this example, iPhone screenshots are used.

1 **Tap the link indicating where the metadata is registered, enter the password and then tap [Login].**
The browser now opens the P2 Cast Assigned Metadata page.

– 24 –

2 Tap the metadata to set on the P2 Camera Recorder, and then tap [Next].

After tapping, you can review metadata details.

Icon indicating that the metadata has been sent to the P2 Camera Recorder.

3 Tap the destination camera recorder for the metadata, specify whether to receive a notification message, and tap [Submit].
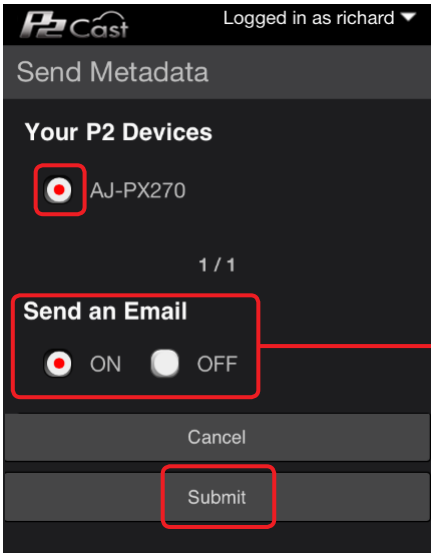
By tapping [ON], camera operators can receive a notification message once the metadata is sent to the P2 Camera Recorder.

4 Follow the instructions displayed, and then tap [OK].
Metadata is now automatically sent from P2 Cast to the P2 Camera Recorder and a message "Metadata has been sent successfully" is displayed.

Note
● An error message "Can't operate on GUI mode" will be displayed in a mobile device if the P2 Camera Recorder is displaying thumbnails.
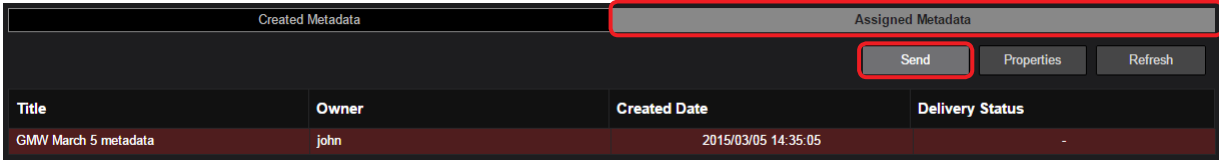
Camera operators without a mobile device

Camera operators without a mobile device who are instructed by the broadcasting station to set the metadata must log in to P2 Cast and send the metadata to the P2 Camera Recorder themselves.

1 **Click [METADATA] in the home screen menu bar.**

| HOME | METADATA | PLAYLIST | CONFIG | SETTINGS |

2 **Click [Assigned Metadata], click the metadata to set on the camera recorder, and then click [Send].**

	Created Metadata		Assigned Metadata

Send   Properties   Refresh

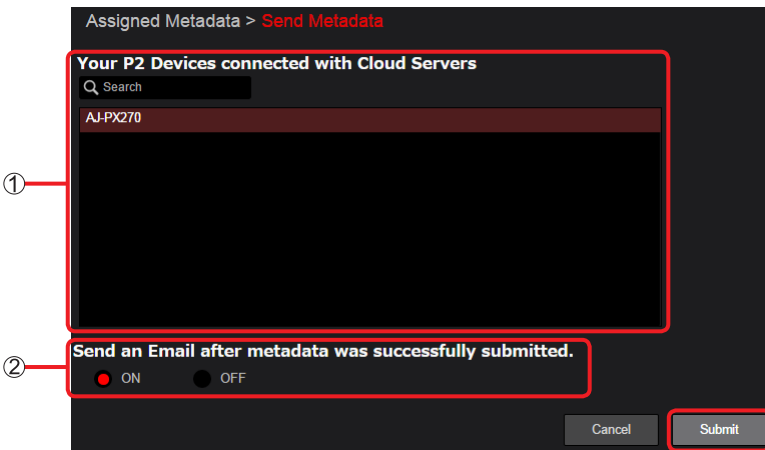| Title	Owner	Created Date	Delivery Status
GMW March 5 metadata	john	2015/03/05 14:35:05	-

• To review metadata setting details, select the registered metadata and click [Properties].

Note
● Click [Refresh] to view any new metadata registered by other users (who have specified the metadata [Destination]) since you displayed the metadata list screen.

3 **Select the destination camera recorder for the metadata, and then click [Submit].**
Metadata is now sent automatically from P2 Cast to the P2 Camera Recorder.

Assigned Metadata > Send Metadata

Your P2 Devices connected with Cloud Servers
🔍 Search
AJ-PX270

①

Send an Email after metadata was successfully submitted.
② ● ON   ● OFF

Cancel   Submit

① **[Your P2 Devices connected with Cloud Servers]**
Lists the camera recorders connected to P2 Cast.
(To filter display of the listed camera recorder name, enter some of the name in the [🔍 Search] field. Only camera recorders with a name that includes your entered text are listed.)
Click the destination camera recorder for the metadata.

② **[Send an Email after metadata was successfully submitted.]**
Sends a notification message to camera operators once the metadata has been sent to the P2 Camera Recorder successfully.
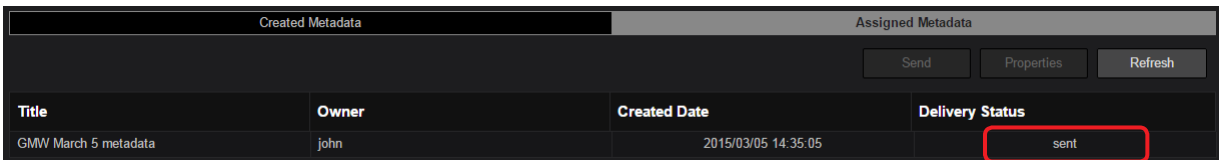[ON]   Send notification by email
[OFF]   Do not send notification by email (default)

4 **Follow the instructions displayed, and then click [OK].**

5 **Confirm that [Delivery Status] is [sent].**
[sent] indicates that metadata has been sent to the P2 Camera Recorder.
[-] indicates that metadata has not yet been sent to the P2 Camera Recorder. Please wait until it has been sent.

	Created Metadata		Assigned Metadata

Send   Properties   Refresh

| Title	Owner	Created Date	Delivery Status
GMW March 5 metadata	john	2015/03/05 14:35:05	sent

Note
● An error message "Can't operate on GUI mode" will be displayed in P2 Cast if the P2 Camera Recorder is displaying thumbnails.

Viewing shots

Proxy files on P2 Camera Recorders with completed network settings are uploaded to P2 Cast.
Each time shots are uploaded, the number next to [Refresh] changes in the shot list menu bar on the home screen. These shots can be played in P2 Cast.

1 **Click [Refresh] in the home screen shot list menu bar.**
Shots with a [New] icon have been recently uploaded.
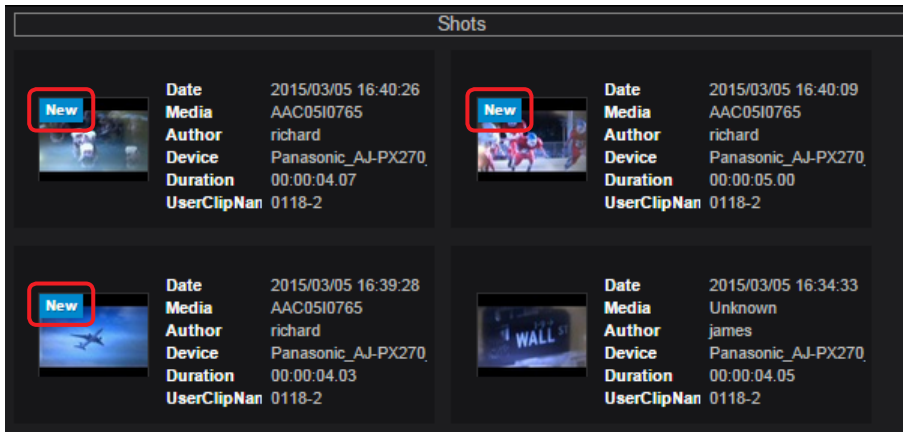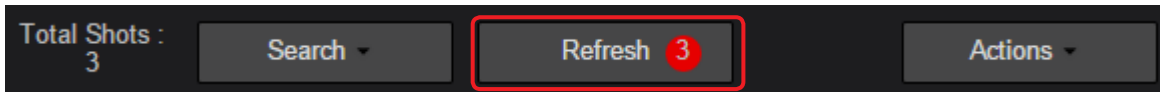
Note

● In some cases, shots being uploaded may have an [incomplete] icon.
Shots on P2 Camera Recorders may sometimes be divided and uploaded as multiple files. In this case, [incomplete] is displayed when only some files have been received.
Once uploading is finished, the icon changes to [New], so please wait a moment.
● Metadata items in the shot list may change. (→ 32)
● Some proxy files (STD 2CH MP4) cannot be played from within this application.
● Playback of shots recorded in multiple files may stop momentarily near the switchover position, but this does not indicate malfunction.

2 **Click a shot to play.**
The selected shot is loaded in the preview screen.
Although multiple shots can be selected by holding down the Ctrl key on a computer keyboard, only the last shot is loaded for viewing.
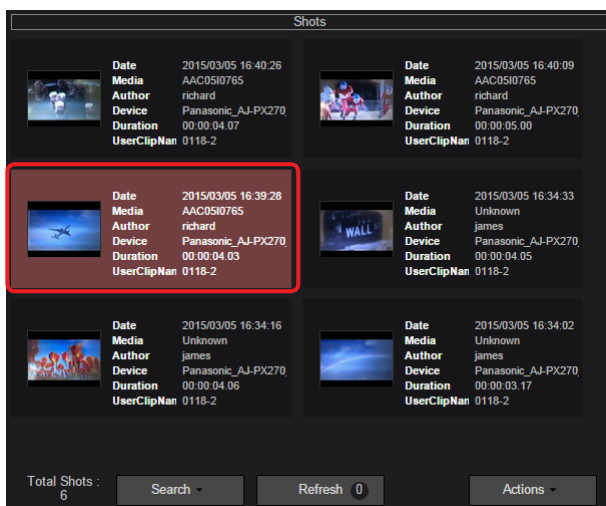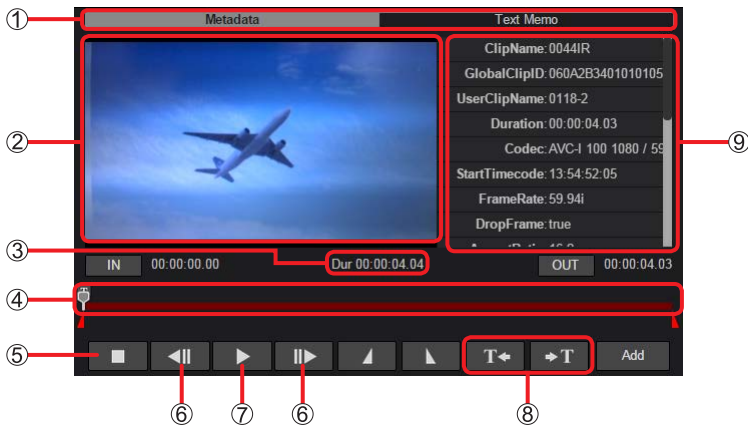
① **Metadata/Text Memo tabs**
Switches between P2 metadata and text memo display for the selected shot.

② **Preview screen**
Shows a still image at the beginning of the selected shot. Click the Play button to start playing the shot.

③ **Shot duration**
Indicates how long the selected shot is, expressed as a time.

④ **Seek bar**
Shows the playback position, which moves from left to right as the shot is played.
Adjust the playback position as needed by dragging the seek bar slider.

⑤ **Stop button**
Stops shots that are playing or paused, and returns the preview screen to the still image at the beginning of the shot.

⑥ **Frame forward/reverse buttons**
Click when shots are paused to move forward or back by one frame.

⑦ **Play (pause) button**
Plays the shot. During playback, becomes a pause button that can be clicked to pause playback.

⑧ **Text memo jump buttons**
Moves the playback position to the location of any text memos.

⑨ **Shot metadata/text memos**
Click the Metadata/Text Memo tabs to switch between P2 metadata and text memo display for the selected shot.
[ClipName]: Identifies the source clip that the shot is derived from
[GlobalClipID]: Global clip ID, representing the shooting status of the source clip
[UserClipName]*: User-assigned name of the source clip
[Duration]: Length of the shot
[Codec]: Compression of the shot's main file
[StartTimecode]: Initial time code of the shot
[FrameRate]: Frame rate of the shot's main file
[DropFrame]: Indicates whether set as drop frame in the main file
[AspectRatio]: Aspect ratio of the shot's main file
[CreationDate]: Date the shot was taken
[Device Name]: P2 Camera Recorder model used for the shot
[Device Vendor]: P2 Camera Recorder manufacturer for the shot
[Device Serial No.]: P2 Camera Recorder serial number for the shot
[ShotMark]: Annotation for approved shots
[Creator]*: Identifies the person in charge of shooting production
[Shooter]*: Identifies the shooter
[PlaceName]*: Identifies the shooting location
[ProgramName]*: Identifies the program for which the shot is intended
[SceneNo.]*: Scene number associated with the shot
[TakeNo.]*: Take number associated with the shot
[Reporter]*: Reporter associated with the shot
[Purpose]*: Purpose of the shot
[Object]*: What is shown in the shot
* Set directly on P2 Camera Recorders, but can also be set using P2 Cast. (→ 22)
　Blank unless set on a P2 Camera Recorder or in P2 Cast.
　Items without an asterisk are set automatically by P2 Camera Recorders at the time of shooting.

Filtering shot display/finding shots

To restrict the shots shown in the shot list to only your desired shots, you must use filtered search results.
There are two methods of filtering the display.
• By searching from the home screen search pane
• By entering items and searching from [Search] in the home screen shot list menu bar

Searching from the search pane

Up to four quick search items can be displayed. These quick search items can also be changed. (→ 30)
By default, the items are [CREATED], [MEDIA ID], [GROUP ID], and [AUTHOR].
[CREATED]: Shooting date
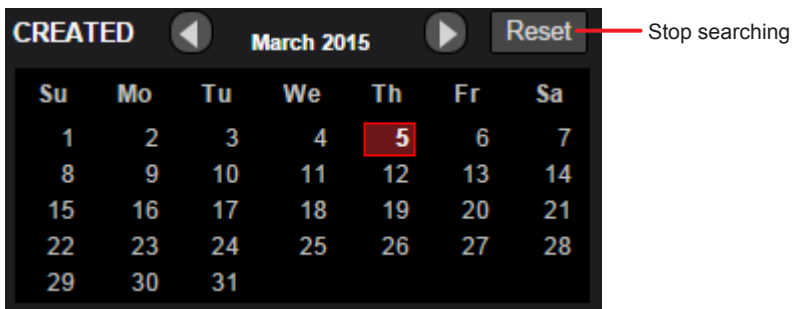[MEDIA ID]: Media ID of P2 card used when shooting
[GROUP ID]: ID of the group sharing the uploaded shot
[AUTHOR]: Name of user who uploaded the shot

1 **Click an item to find by quick searching.**
Example: [CREATED] (or [UPLOADED])
Once you click the shooting date (or date of uploading to P2 Cast), only shots taken (or uploaded) on that date are shown in the shot list.

— Stop searching

Click a desired search item other than [CREATED] or [UPLOADED].
Example: [MEDIA ID]
Once you click the media ID of a P2 card for quick searching, only shots taken with that media ID are shown in the shot list.

— Stop searching
— Click the desired search item
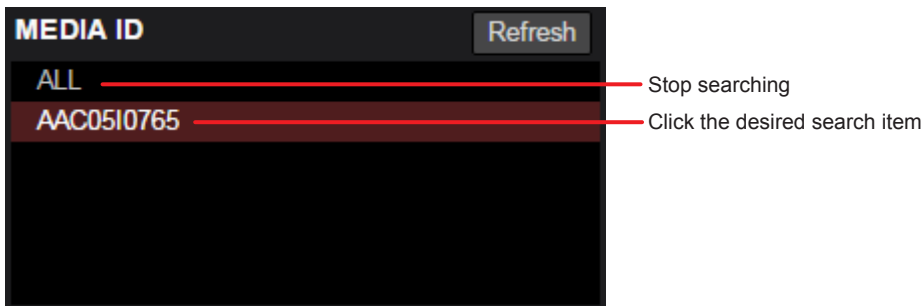
Note
● Click [Refresh] to view any new media IDs, users, groups, or other information added since you began searching.

■ **Changing quick search items**

In all, 16 search items are available for the search pane. Of these, you can select up to four.
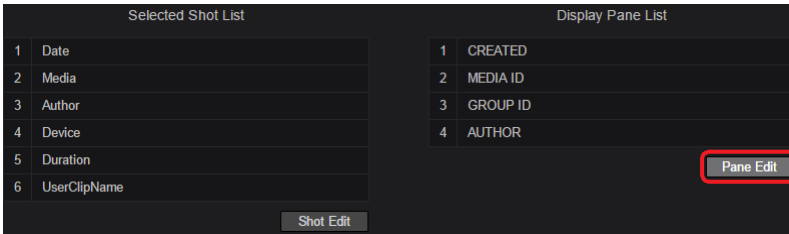Except for the following search items, items are the same as metadata detailed described in step **4** of "Registering metadata" (→ 23) and under default settings described in "Searching from the search pane" (→ 29).
[UPLOADED]: Date the shot was uploaded to P2 Cast
[DEVICE]: P2 Camera Recorder model used for the shot

1 Click [SETTINGS] in the home screen menu bar.

HOME	METADATA	PLAYLIST	CONFIG	SETTINGS

2 Under Display Pane List, click [Pane Edit].

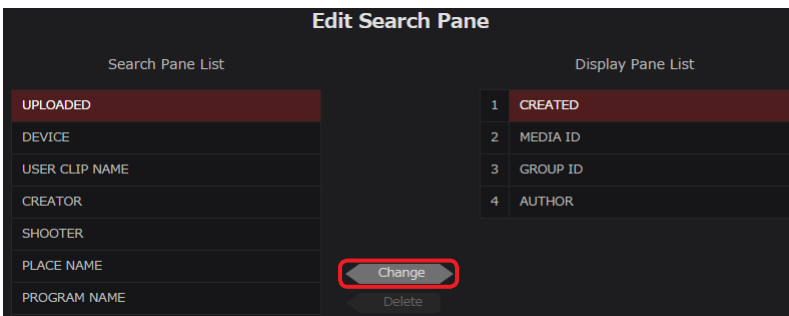| Selected Shot List		Display Pane List	
1	Date	1	CREATED
2	Media	2	MEDIA ID
3	Author	3	GROUP ID
4	Device	4	AUTHOR
5	Duration		
6	UserClipName		Pane Edit
	Shot Edit		

3 Click a desired search item, and then click [Add] ([Change]) or [Delete].
• For [CREATED], [MEDIA ID], or [GROUP ID]
Example: To change [CREATED] to [UPLOADED]
Click [UPLOADED] and [CREATED], and then click [Change].

Edit Search Pane

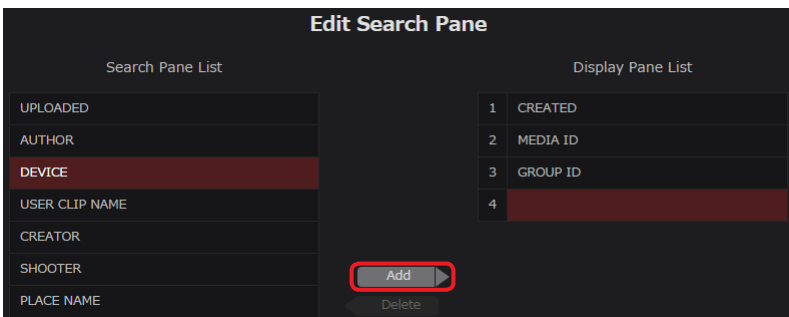| Search Pane List		Display Pane List	
UPLOADED		1	CREATED
DEVICE		2	MEDIA ID
USER CLIP NAME		3	GROUP ID
CREATOR		4	AUTHOR
SHOOTER			
PLACE NAME	Change		
PROGRAM NAME	Delete		

• For [AUTHOR]
Example: To change [AUTHOR] to [DEVICE]
1. Click [AUTHOR], and then click [Delete].
2. Click [DEVICE] and the blank space left after deletion in step **1**, and then click [Add].

Edit Search Pane

Search Pane List		Display Pane List	
UPLOADED		1	CREATED
AUTHOR		2	MEDIA ID
DEVICE		3	GROUP ID
USER CLIP NAME		4	
CREATOR			
SHOOTER	Add		
PLACE NAME	Delete		

Note
● [Add] and [Delete] are only available when you change the last item (by default, the fourth item).

4 Click [OK].
The screen in step **2** is displayed again, and the search items are updated.
To restore the original search items, click [Reset].

Searching from the shot list menu bar

Shot display can also be filtered by entering more detailed search conditions (such as metadata) than available in the search pane.

1 **Click [Search] in the home screen shot list menu bar, and then click [Search].**
A screen is displayed for entering detailed search conditions.
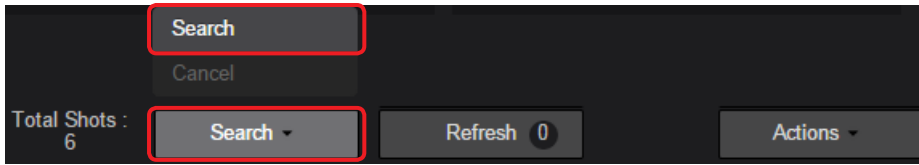
2 **Enter the conditions in the search items, and then click [Search].**
Shots matching the search items are now shown in the shot list.

① **[Date]:** Enter a date or date range when the shot was taken.

② **[Media]:** Enter the media ID of the P2 card used when shooting.

③ **[Author]:** Enter the name of the user who uploaded the shot.

④ **[Device]:** Enter the nickname of the P2 Camera Recorder used for the shot.

Search items other than ① – ④ are the same as metadata details described in step **4** of "Registering metadata" (→ 23).

Note
To cancel searching, click [Search] in the shot list menu bar, and then click [Cancel].

Changing shot list metadata display items

In all, 17 metadata details are available. Of these, you can select up to six.
Default items: [Date], [Media], [Author], [Device], [Duration], [UserClipName]
Except for the following display items, items are the same as described in step **2** of "Searching from the shot list menu bar" (→ 31).
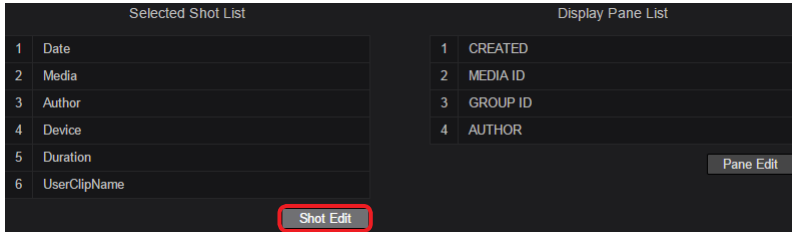[StartTimecode]: Initial time code of the shot
[Duration]: Length of the shot
[Altitude/Longitude/Latitude]: Altitude, longitude and latitude of the shooting location

1 Click [SETTINGS] in the home screen menu bar.

HOME	METADATA	PLAYLIST	CONFIG	SETTINGS

2 Click [Shot Edit] by the Selected Shot List.

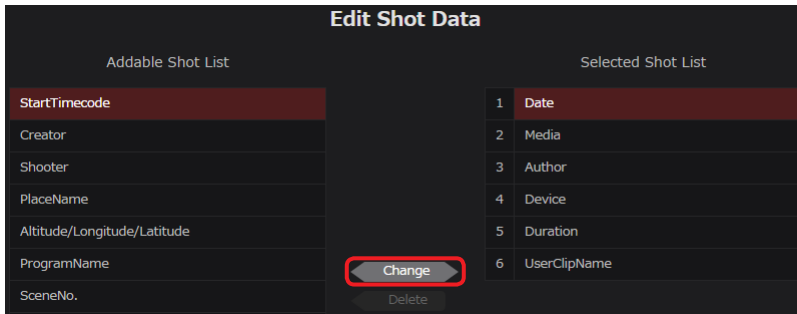| Selected Shot List			Display Pane List	
1	Date		1	CREATED
2	Media		2	MEDIA ID
3	Author		3	GROUP ID
4	Device		4	AUTHOR
5	Duration			Pane Edit
6	UserClipName			
	Shot Edit			

3 Click a desired display item, and then click [Add] ([Change]) or [Delete].
• For [Date], [Media], [Author], [Device] or [Duration]
   Example: To change [Date] to [StartTimecode]
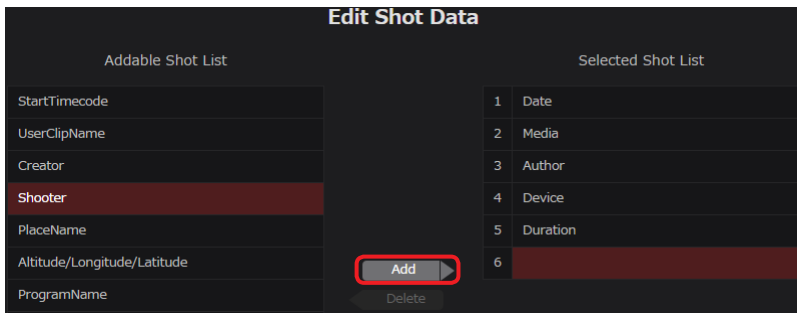   Click [StartTimecode] and [Date], and then click [Change].

Edit Shot Data

Addable Shot List		Selected Shot List	
StartTimecode		1	Date
Creator		2	Media
Shooter		3	Author
PlaceName		4	Device
Altitude/Longitude/Latitude		5	Duration
ProgramName	Change	6	UserClipName
SceneNo.	Delete		

• For [UserClipName]
   Example: To change [UserClipName] to [Shooter]
         1. Click [UserClipName], and then click [Delete].
         2. Click [Shooter] and the blank space left after deletion in step **1**, and then click [Add].

Edit Shot Data

Addable Shot List		Selected Shot List	
StartTimecode		1	Date
UserClipName		2	Media
Creator		3	Author
Shooter		4	Device
PlaceName		5	Duration
Altitude/Longitude/Latitude	Add	6	
ProgramName	Delete		

Note
● [Add] and [Delete] are only available when you change the last item (by default, the sixth item).

4 Click [OK].
The screen in step **2** is displayed again, and the display items are updated.
To restore the original display items, click [Reset].

Downloading proxy files of shots

Urgent content used in breaking news sometimes involves broadcasting of lower-resolution video, such as proxy files. In this case, proxy files of the shots can be downloaded.
Users registered with [Content Download] set to [Enabled] (→ 9) can download these files.
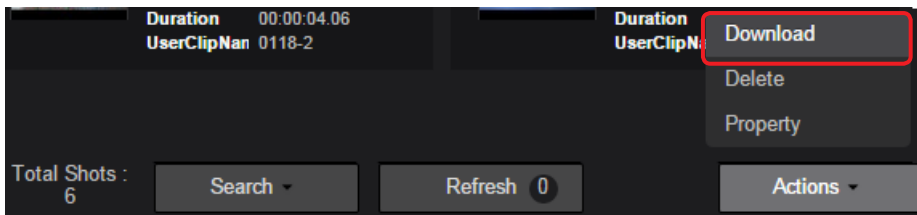
1 **Click a shot to download.**
The background of the selected shot turns maroon.
Multiple shots can be selected by holding down the Ctrl key on a computer keyboard.
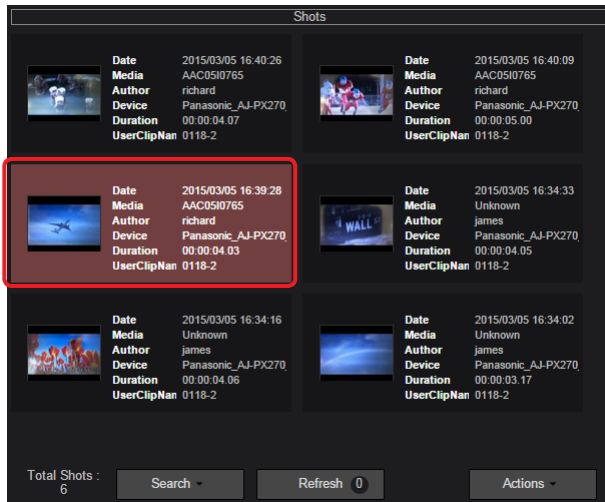
2 **Click [Actions] in the shot list menu bar, and then click [Download].**
Downloading now begins, and files are compressed in a zip archive.

3 **Review the screen displayed after downloading, and then click [OK].**
The shot archive is now saved.

Note
● If the browser blocks the pop-up window of downloading, please allow pop-ups for the P2 Cast site.
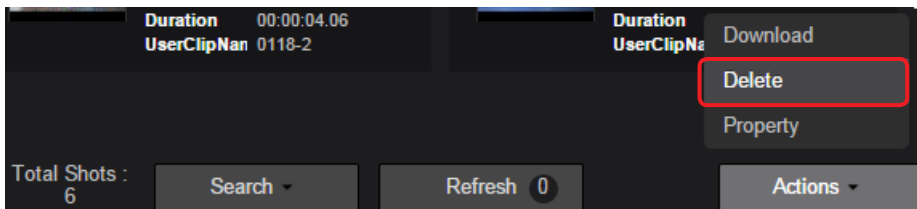
Deleting shots

Shots in the shot list can be deleted.

1 **Click a shot to delete.**
The background of the selected shot turns maroon.
Multiple shots can be selected by holding down the Ctrl key on a computer keyboard.

2 **Click [Actions] in the shot list menu bar, and then click [Delete].**

3 **Review the deletion screen, and then click [OK].**

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Restricting shot viewing

You can specify the groups that uploaded shots are shared with. Viewing can also be restricted to members of the group that shares them.

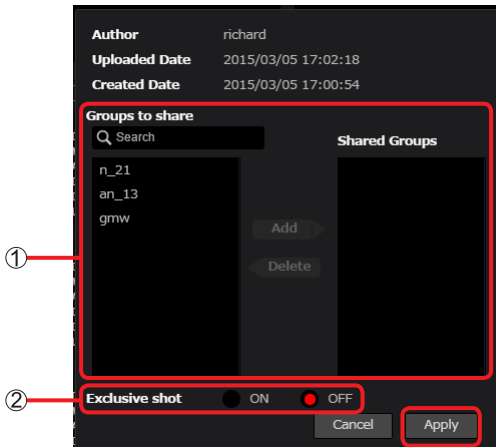**1** **Click a shot for restricted viewing.**
The background of the selected shot turns maroon.
Multiple shots can be selected by holding down the Ctrl key on a computer keyboard.

2 **Click [Actions] in the shot list menu bar, and then click [Property].**
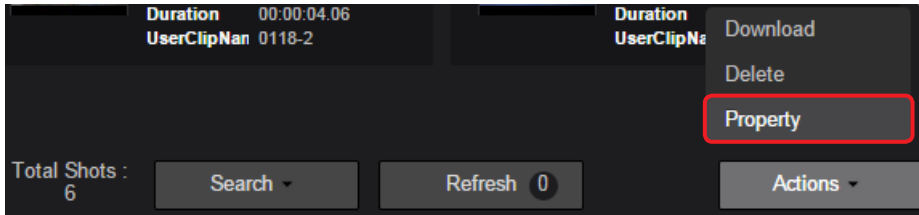
3 **Restrict viewing as needed, and then click [Apply].**

① **[Groups to share]:**
Specify groups the shot is shared with.
Complete this setting as described for ⑱ in step **3** of "Registering Users" (→ 9).

> **Note**
> ● Users registered with [Content Edit] set to [Enabled] (→ 9) can specify sharing groups even for shots uploaded by other users. [Groups to share] lists groups of other users as well as "open" groups.
> "Closed" groups (in which shots are only shared among members) are also listed under [Groups to share] for users registered with [Content Edit] set to [Manager] (→ 9).
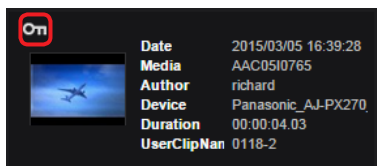
② **[Exclusive shot]:**
Viewing can be restricted for the user's own uploaded shots, shots shared among the user's group, and shots uploaded by other users in the same company.

[OFF]:   Unrestricted viewing (default)
[ON]:   Restricting viewing
              A lock icon is displayed by shots for which viewing is restricted.

> **Note**
> ● Users registered with [Content Edit] set to [Manager] (→ 9) can also specify viewing restrictions for shots uploaded by users other than the current user.

Editing shots (highlight editing)

In highlight editing, playlists can be created that combine desired scenes ("subshots") in a selected uploaded shot. Editing proxy files this way reduces the time for downloading required segments of main files, even if camera operator uploads are slow, because only desired portions of main files are requested.
Highlight editing is possible by users registered with [Playlist Edit] set to [Enabled] (→ 9).
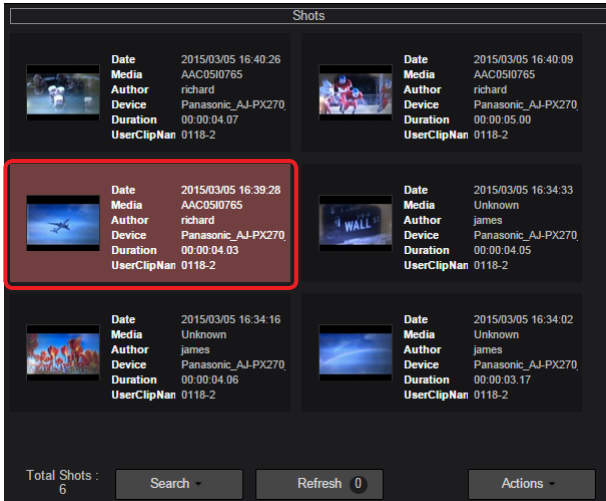Note that highlight editing is not supported for shots with [Media ID] set to [Unknown], or shots with a frame rate of 24 fps.

| Note |
● Some proxy files (STD 2CH MP4) cannot be played from within this application.

1 **Click a shot to edit.**
The background of the selected shot turns maroon, and the shot is loaded in the preview screen.
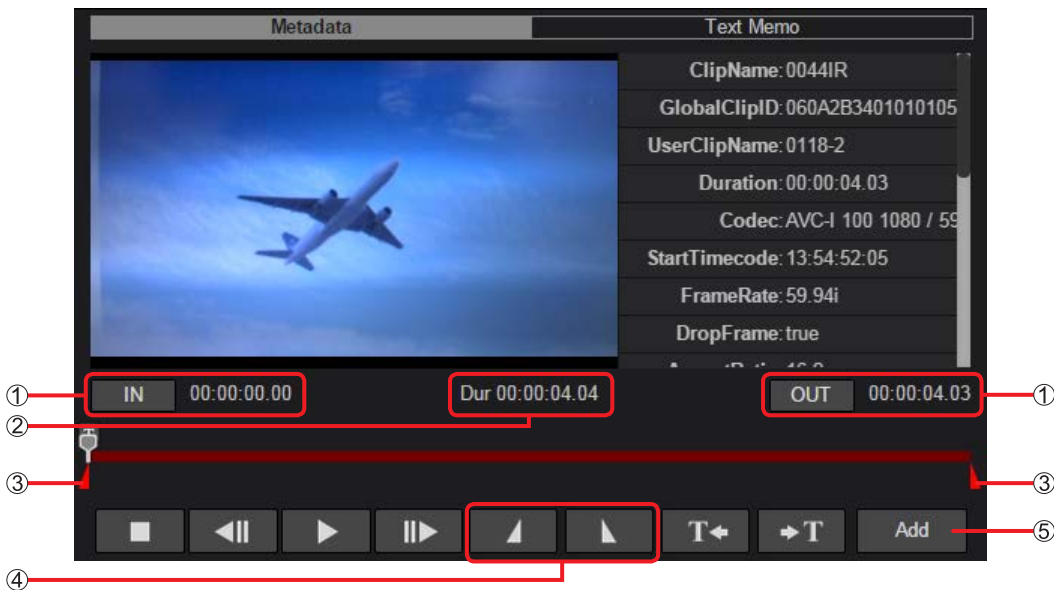

2 **Edit the shot.**
Play or pause the shot as needed to set IN and OUT points and create a subshot.
Click [Add] to add the subshot to the item box.
• The item box can hold up to 40 added subshots.

Elements of the playlist authoring screen other than ① – ⑤ below are the same as described in step **2** of "Viewing shots" (→ 27).

① **IN/OUT point time codes**
Time codes are shown after IN and OUT points are set, to indicate their position. Click [IN] or [OUT] to jump to the corresponding IN or OUT point set in the shot.

② **Subshot duration**
Indicates the time between IN and OUT points you have set.
Before this, the total shot length is shown.

③ **IN/OUT point markers**
IN/OUT points you have set are displayed as points on the seek bar.

④ **Buttons to set IN/OUT points**
Click while the shot is playing or paused to set IN or OUT points.
• IN/OUT points can also be set by using the I and O key on a computer keyboard.
• IN points cannot be set after OUT points.

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⑤ **[Add] ([Modify]) button**
Adds the edited subshot, with IN/OUT points set in the shot, to the item box.
Becomes a [Modify] button when used to add re-edited subshots (→ 37) to the item box.
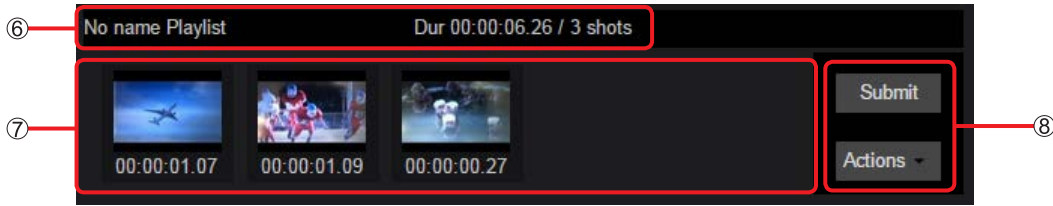
⑥ **Playlist duration/no. of shots in playlist**
Clicking [Add] to add a subshot to the item box will display the playlist duration and number of shots in it.
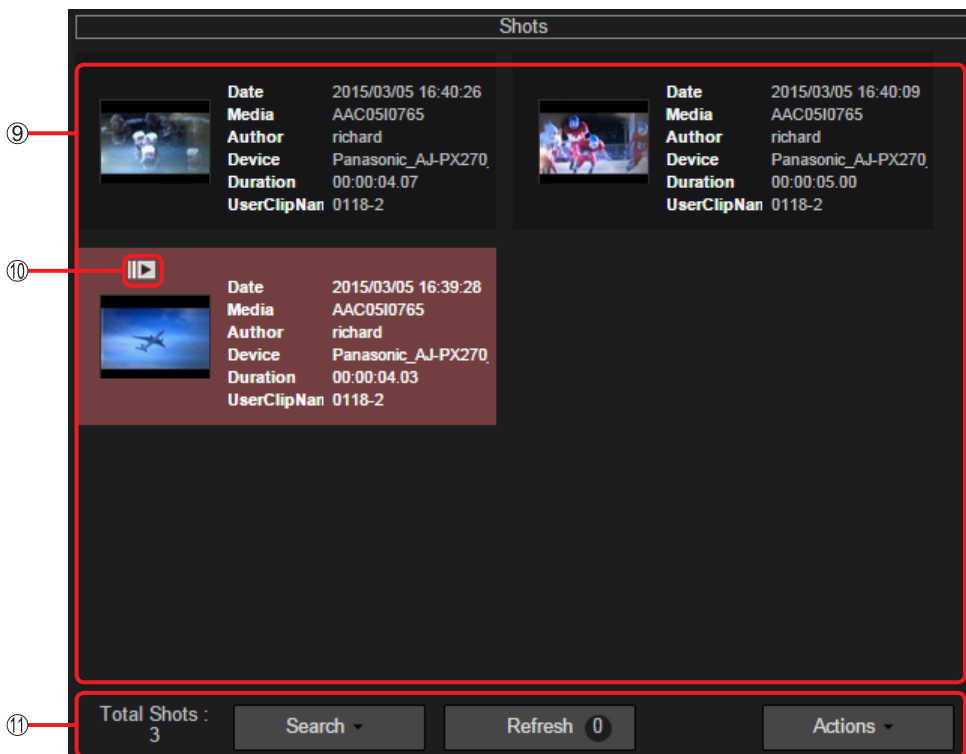Re-editing (→ 42) a playlist will add the current playlist title to this display.

⑦ **Item box**
Shows subshots in the playlist.

⑧ **Item box menu bar**
Enables you to save the playlist to a computer, remove subshots, and download playlists.

Click [Add] to switch from the home screen shot list to a shot list for highlight editing.

⑨ **Shot list for highlight editing**
Shows the selected shot.
All shots with the same codec, frame rate, media ID, and uploading user as selected are listed.
Shot list display can be filtered, as with the home screen search pane. (→ 29)
However, [MEDIA ID] and [AUTHOR] are not available.

⑩ **Playlist icon**
Identifies shots with subshots that have been added to the item box.

⑪ **Highlight editing shot list menu bar**
Same as the home screen shot list menu bar.
Use [Search] to filter shot list display, as needed. (→ 31)
However, the following actions are not available.
 • Clicking [Search] to filter by [Media] or [Author]
 • Deleting shots added to the item box

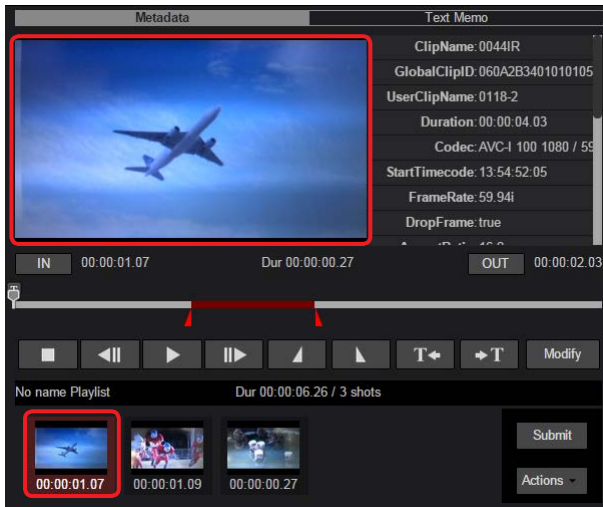**3** **Repeat steps 1–2 to complete the playlist.**
When finished, go to "Saving playlists" (→ 39).

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Re-editing subshots

IN/OUT points can be repositioned.

1 **Click a subshot to re-edit.**
The background of the selected subshot turns maroon, and the source shot for the subshot to re-edit is loaded in the preview screen.

2 **Re-edit the shot, and prepare the playlist.**
Prepare the playlist as described in step **2** of "Editing shots (highlight editing)" (→ 35).
To replace a re-edited subshot with the original subshot before editing, click [Modify].

Deleting subshots

Unneeded subshots can be deleted. Deleting subshots will not delete the shots uploaded to P2 Cast.

1 **Click an subshot to delete.**
The background of the selected subshot turns maroon.

2 **Click [Actions] in the item box menu bar, and then click [Delete Selected Item].**
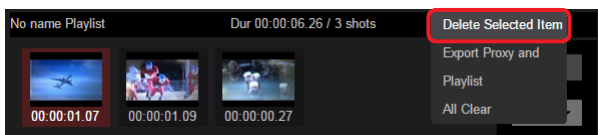
3 **Review the deletion screen, and then click [OK].**

Note
● All subshots added to the item box can be deleted at once by clicking [Actions] without selecting any subshots, and then clicking [All Clear].

Rearranging subshots

Subshots in a playlist can be rearranged.

1 **Drag the selected subshot to the desired position.**

Downloading playlists

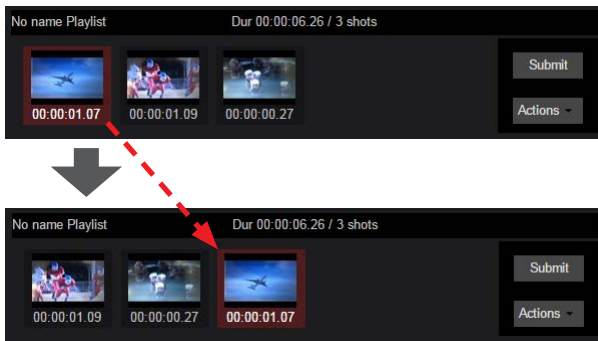Prepared playlists and proxy files of the shots they include can be downloaded as zip archives.

1 **Click [Actions] in the item box menu bar, and then click [Export Proxy and Playlist].**
A screen is displayed for entering a name for the zip archive.
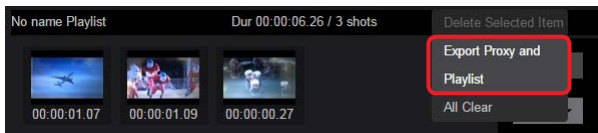
2 **Enter a name for the zip archive, and then click [Download].**
  • (Up to 64 characters, consisting of letters or numbers.)
  • The archiving and downloading progress is now displayed.
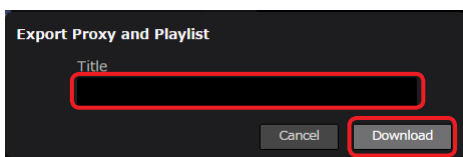
3 **Review the screen displayed after downloading, and then click [OK].**
The archive is now saved to the computer.

Saving playlists

Prepared playlists are saved in P2 Cast, and Edit Decision Lists (EDLs) are sent from P2 Cast to P2 Camera Recorders in the field.
However, P2 Cast only prepares these transmissions for P2 Camera Recorders if you select [Save and Transmit Your Playlist] in step **2** when saving your playlist.

| Note |

- Playlists can only be saved by the users who create them.
  They cannot be saved by other members in their group who can view them.

1 **Click [Submit] in the item box menu bar.**
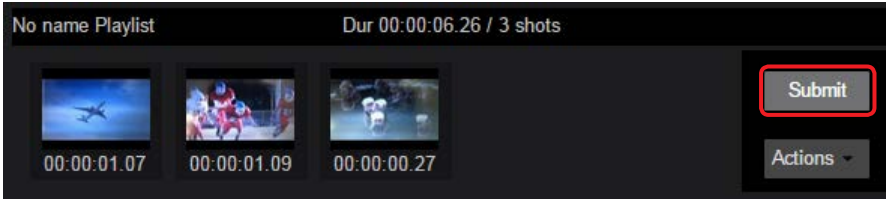
2 **Select how to save the playlist, and then click [Next].**
A screen is displayed for selecting one of two methods of saving the playlist.
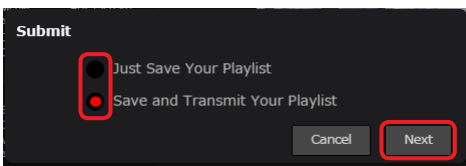
[Just Save Your Playlist]:
  Save the playlist in P2 Cast.
  Useful when you will resume editing later.
[Save and Transmit Your Playlist]:
  Save the playlist in P2 Cast and prepare to send it to P2 Camera Recorders.

3 **Enter a title and other information for the playlist, and then click [Next].**
  * indicates required fields.
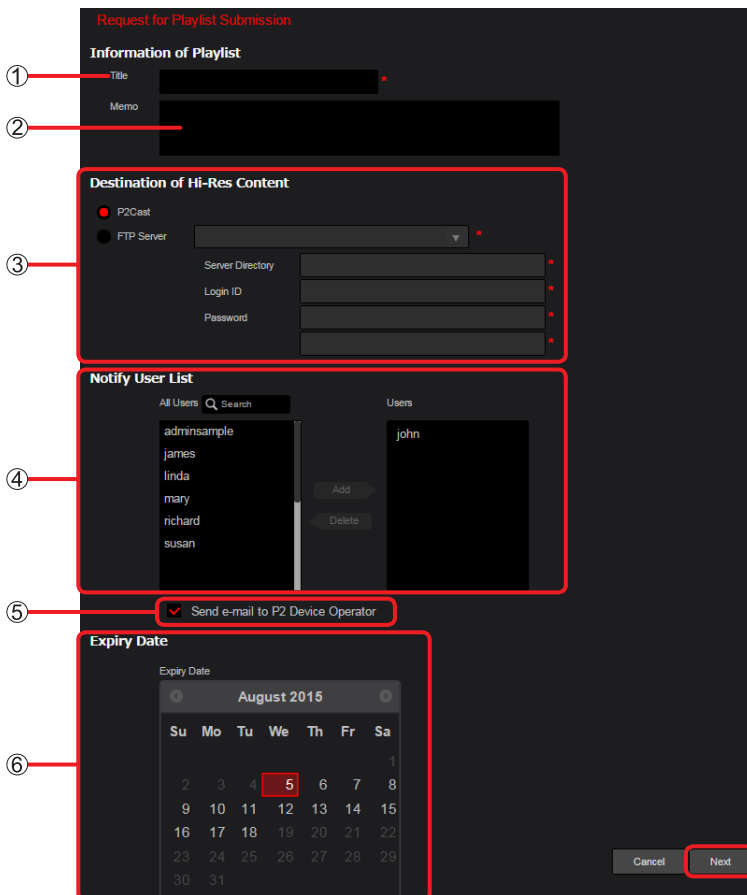
① **[Title]:**
Enter a playlist title. (Up to 64 characters, consisting of letters or numbers.)

② **[Memo]:**
Enter any notes about the playlist. (Up to 1,024 characters, consisting of letters or numbers.)

③ **[Destination of Hi-Res Content]***:
Specify either P2 Cast or an FTP/SFTP server as the destination for uploading main files.

　• **To specify P2 Cast for uploading**
　Click the radio button.

　• **To specify an FTP/SFTP server for uploading**
　Click the radio button, and then specify the destination server.
　* indicates required fields.

　❶ **[FTP Server]:**
　Click ▼ and select the destination nickname in the list of registered FTP/SFTP servers. (→ 20)
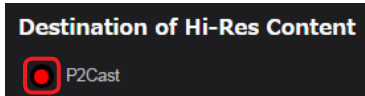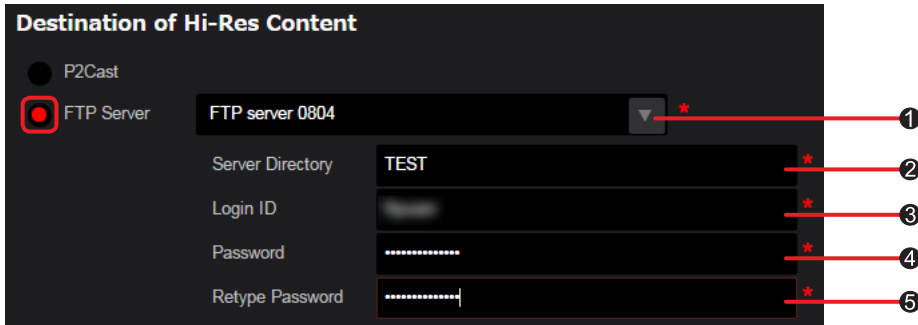
　❷ **[Server Directory]:**
　The destination directory for your selected FTP/SFTP server is displayed automatically.
　You can also change the directory by entering a different name.

　❸ **[Login ID]:**
　Enter the FTP/SFTP server login ID. (→ 20)

　❹ **[Password]:**
　Enter the FTP/SFTP server login password. (→ 20)

　❺ **[Retype Password]:**
　Enter the same password as in ❹.

④ **[Notify User List]***:
Select users to notify when the main file has been uploaded to P2 Cast or FTP/SFTP server.
Select users for notification in [All Users] and click [Add] to move them to [Users]. Users listed in [Users] will be notified by email.
(To filter display of the listed users by user ID, enter some of the user ID in the [🔍 Search] field. Only users whose ID includes your entered text are listed.)
　• The current user is automatically selected for notification, but this can also be canceled.
　To clear recipients, click a user under [Users], and then click [Delete].

⑤ **[Send e-mail to P2 Device Operator]***:
Select to notify the camera operator who shot the source video for the main file, once a playlist is saved in P2 Cast or a main file is uploaded to P2 Cast or FTP/SFTP server.

⑥ **[Expiry Date]***:
If necessary, specify a deadline for uploading main files by clicking a date within the next two weeks. The background of the selected date turns maroon.

* Not displayed for playlists saved with [Just Save Your Playlist].

4 **Review your specified information, and then click [Add].***
The prepared playlist is now added to the playlist list screen and saved in P2 Cast.
* Displayed as [Update] after subsequent playlist editing (→ 42).

① ② ③ ④ ⑤

Title	Destination	Created Date	Status	Memo
Playlist 0817	P2Cast	2015/08/17 14:22:50	Ready (2015/08/17 14:22:50)	test shooting

Download Hi-Res Content   Actions ▾   Refresh

① **[Title]:**
Title of the playlist, as entered in step **3**.
② **[Destination]:**
Server for uploading main files, as entered in step **3**.
③ **[Created Date]:**
Date when the prepared playlist was saved in P2 Cast.
④ **[Status]:**
Playlist status.
[Ready]: Awaiting playlist transmission from P2 Cast to P2 Camera Recorder
[Accepted]: Playlist sent to P2 Camera Recorder; awaiting main file uploading
[Requesting Abort]: A P2 Cast user has requested to cancel uploading main files
[Aborting]: P2 Cast has sent instructions to stop uploading to the P2 Camera Recorder
[Aborted]: P2 Cast has confirmed that the P2 Camera Recorder has stopped uploading main files
[Done]: Main file uploaded from P2 Camera Recorder to P2 Cast or FTP/SFTP server
[Suspended]: On hold, and only stored in P2 Cast
[Failed]: Main file not uploaded before deadline, or P2 Camera Recorder could not find destination directory on the FTP/SFTP server
⑤ **[Memo]:**
Playlist notes, as entered in step **3**.

Note
● In prepared playlists, click an item in blue to view details.

Viewing the playlist list screen

1 **Click [PLAYLIST] in the home screen menu bar.**
The playlist list screen is displayed.

| HOME | METADATA | PLAYLIST | CONFIG | SETTINGS |

Title	Destination	Created Date	Status	Memo
Playlist 0817	P2Cast	2015/08/17 14:22:50	Ready (2015/08/17 14:22:50)	test shooting

Download Hi-Res Content   Actions ▾   Refresh

Re-editing playlists

Prepared playlists can be edited again later.

1 **On the playlist list screen, click a playlist with [Status] of [Ready], [Aborted], [Suspended] or [Failed], and then click [Edit] in the [Actions] menu.**
The playlist authoring screen is displayed.

Download Hi-Res Content   Actions   Refresh

Edit
Export Proxy and Playlist
Abort
Delete

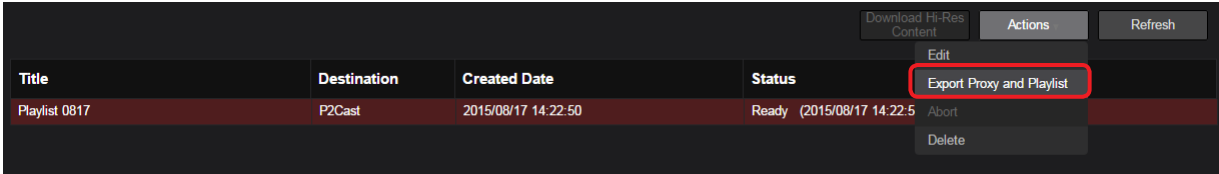| Title	Destination	Created Date	Status
Playlist 0817	P2Cast	2015/08/17 14:22:50	Ready (2015/08/17 14:22:5...
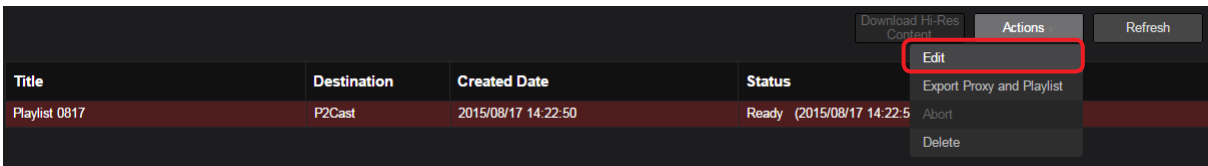
2 **Click a shot to edit, and then edit the playlist.**
For instructions on re-editing playlists, see "Editing shots (highlight editing)" (→ 35).

Downloading playlists

Prepared playlists and proxy files of the shots they include can be downloaded as zip archives.

1 **On the playlist list screen, click a playlist, and then click [Export Proxy and Playlist] in the [Actions] menu.**
The archiving and downloading progress is now displayed.

				Download Hi-Res Content	Actions	Refresh
					Edit	
Title	**Destination**	**Created Date**		**Status**	Export Proxy and Playlist	
Playlist 0817	P2Cast	2015/08/17 14:22:50		Ready (2015/08/17 14:22:5	Abort	
					Delete	

2 **Review the screen displayed after downloading, and then click [OK].**
The archive is now saved to the computer.

Deleting playlists

Unneeded playlists can be deleted.

1 **On the playlist list screen, click a playlist, and then click [Delete] in the [Actions] menu.**

				Download Hi-Res Content	Actions	Refresh
					Edit	
Title	**Destination**	**Created Date**		**Status**	Export Proxy and Playlist	
Playlist 0817	P2Cast	2015/08/17 14:28:59		Ready (2015/08/17 14:28:5	Abort	
					Delete	
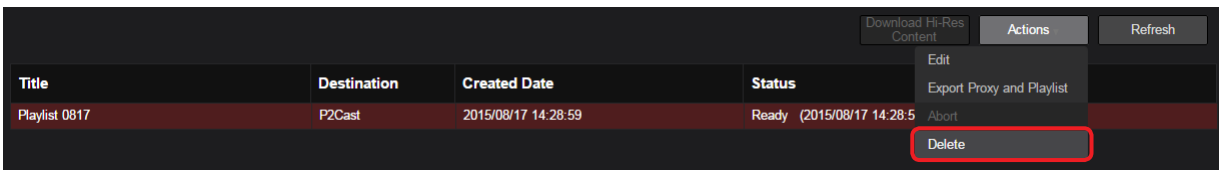
2 **Review the deletion screen, and then click [Delete].**

Downloading main files

Playlists stored in P2 Cast are automatically sent to P2 Camera Recorders that can receive transmissions.
Following these playlists, P2 Camera Recorders automatically extract and upload required portions of main files to P2 Cast or FTP/SFTP server.
Editors can download main files to a computer for use as broadcast content.

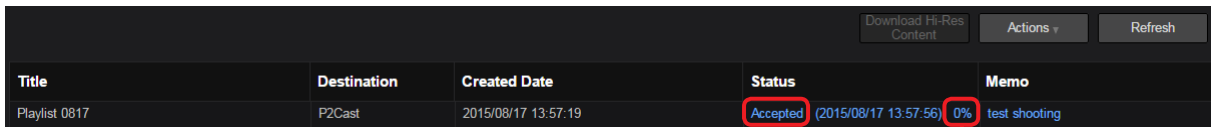## Automatically sending playlists to P2 Camera Recorders

Editing information has been successfully sent to P2 Camera Recorders when [Status] on the playlist list screen changes from [Ready] to [Accept].
The screen will be updated automatically once every 30 seconds. Please wait a while until main files are uploaded from P2 Camera Recorders, at which point [Status] on the playlist list screen will change from [Accept] to [Done].
The status may change from [Accept] to [Done] if you click to reload the page in Chrome or click [Refresh].

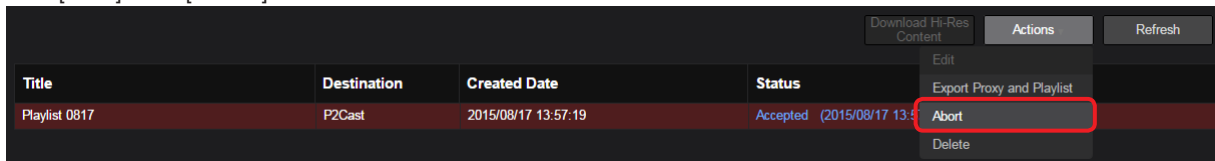|				Download Hi-Res Content	Actions ▾	Refresh
Title	**Destination**	**Created Date**	**Status**		**Memo**	
Playlist 0817	P2Cast	2015/08/17 13:57:19	Accepted (2015/08/17 13:57:56) 0%		test shooting	

The uploading process is now displayed.

| Note |

Files are not transferred automatically when [Status] is [Suspended].
● To enable transmission to P2 Camera Recorders, click [Edit] in the [Actions] menu, re-edit the playlist as needed, click [Submit], and select [Save and Transmit Your Playlist] before saving the playlist again. (→ 39)

You can cancel uploading main files from a P2 Camera Recorder.
1. On the playlist screen, click a playlist with [Status] of [Accepted].
   The background of the playlist turns maroon.
2. Click [Abort] in the [Actions] menu.

				Download Hi-Res Content	Actions	Refresh
					Edit	
					Export Proxy and Playlist	
Title	**Destination**	**Created Date**	**Status**		Abort	
Playlist 0817	P2Cast	2015/08/17 13:57:19	Accepted (2015/08/17 13:5		Delete	

[Status] changes from [Requesting Abort] to [Aborting] to [Aborted].
For details on each status, see step **4**- ③ in "Saving playlists" (→ 39).
Once the status changes to [Aborted], the P2 Camera Recorder has stopped uploading main files.

Uploading main files to P2 Cast or FTP/SFTP server

Once [Status] on the playlist list screen changes from [Accepted] to [Done], main files have been uploaded from P2 Camera Recorders to P2 Cast or FTP/SFTP server. Only when main files are uploaded to P2 Cast will they be deleted from P2 Cast, after two days.
These archives contain the following three files.
• Main file
• Playlist file generated for the main file
• Text file with notes entered in [Title] and [Memo], as described in "Saving playlists" (→ 39)

Title	Destination	Created Date	Status	Memo
Playlist 0817-3	P2Cast	2015/08/17 14:15:30	Ready (2015/08/17 14:15:30)	Shooting
Playlist 0817-2	FTP server 0804	2015/08/17 14:14:07	Accepted (2015/08/17 14:14:48) 0%	sports contents
Playlist 0817	P2Cast	2015/08/17 13:57:19	Done (2015/08/17 14:00:04)	test shooting

Users in [Notify User List] for whom you have set up notification as described in "Saving Playlists" are notified by email once main files are uploaded. When files are uploaded to P2 Cast, the notification message (see below) gives information including a link, a user name, and a one-time password required to download the zip archive to a computer.
However, when files are uploaded to an FTP/SFTP server, this message does not include a user name, one-time password, or download expiration date.

Hi-Res upload has been finished.

Title : Playlist 0305-1
Requested by John Smith
URL : https://
User :
Password :
Expiration : 07/03/2015 12:22
Message:
test shooting

Notification is also sent to the camera operator who shot the source video for the main file, once main files are uploaded, if you have selected [Send e-mail to P2 Device Operator] as described in step **3** of "Saving playlists" (→ 39). However, their notification message simply indicates that the main file has been uploaded, and it does not include the download link.

Note

When [Status] is [Failed], uploading cannot be attempted until the deadline for uploading is reached.
Playlist authors are notified by email that even after the deadline, main files could not be uploaded.
● Try preparing and saving the playlist again after confirming that the source shots for the playlist are present in the P2 Camera Recorder media.

Downloading main files to a computer

Two options are available for downloading main files to a computer.
• Log in to P2 Cast and download the files from the playlist list screen (Only for main files uploaded to P2 Cast.)
• Click the link in the notification message and enter the user name and password to access a download page

Downloading from the playlist list

After logging in as the user who prepared the playlist, download playlists with [Destination] of [P2 Cast] and [Status] of [Done] on the playlist list screen.
Users registered with [Content Download] set to [Enabled] (→ 9) can download these files.

1　**Click [PLAYLIST] in the home screen menu bar.**

HOME	METADATA	PLAYLIST	CONFIG	SETTINGS

2　**On the playlist list screen, click a playlist with [Destination] of [P2 Cast] and [Status] of [Done], and then click [Download Hi-Res Content].**
　　A zip archive of the main file xxxx.zip (xxxx is the title of the playlist) is now downloaded and the archive is saved to the computer.

					Download Hi-Res Content	Actions ▾	Refresh
Title		**Destination**	**Created Date**		**Status**		**Memo**
Playlist 0817-3		P2Cast	2015/08/17 14:15:30		Ready (2015/08/17 14:15:30)		Shooting
Playlist 0817-2		FTP server 0804	2015/08/17 14:14:07		Accepted (2015/08/17 14:14:48) 0%		sports contents
Playlist 0817		P2Cast	2015/08/17 13:57:19		Done (2015/08/17 14:00:04)		test shooting

Note

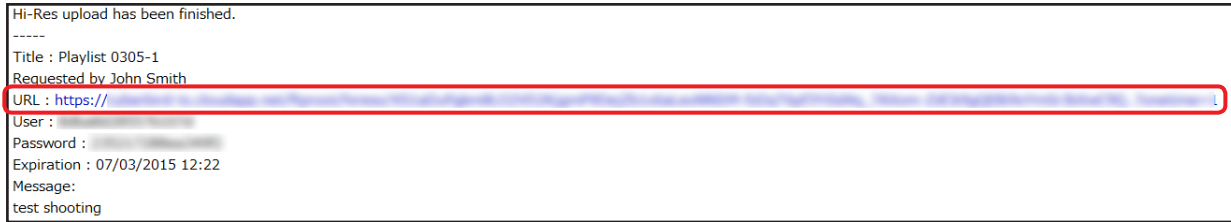Main files are deleted two days after uploading.

Downloading from a notification link

Users added to [Notify User List] as described in "Saving playlists" (→ 39) are notified by email once main files are uploaded.

When files are uploaded to P2 Cast, the notification message includes the following information. Follow steps **1** - **2** to download main files.

• Link required to download the zip archive to a computer
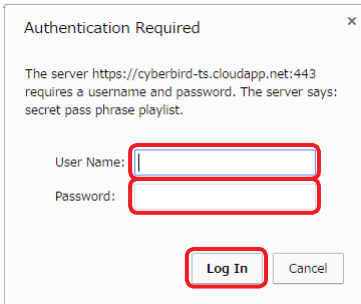• User name and one-time password required to access the download page

1 **Click the link.**

A window is displayed for entering the user name and password.

```
Hi-Res upload has been finished.
-----
Title : Playlist 0305-1
Requested by John Smith
URL : https://
User :
Password :
Expiration : 07/03/2015 12:22
Message:
test shooting
```

2 **Enter the user name and password as mentioned in the notification message, and then click [Log In].**

A zip archive of the main file xxxx.zip (xxxx is the title of the playlist) is now downloaded and the archive is saved to the computer.

```
Authentication Required                    ×

The server https://cyberbird-ts.cloudapp.net:443
requires a username and password. The server says:
secret pass phrase playlist.

User Name: [            ]

Password:  [            ]

        [ Log In ]   [ Cancel ]
```

| Note |

● Main files are deleted two days after notification messages are sent.
● When files are uploaded to an FTP/SFTP server, they are uploaded to the URL in the notification message.