K2 Dyno PA

LIVE EVENT MANAGEMENT SYSTEM

User Manual

Software Version 1.5

071-8762-01
October 2010

www.grassvalley.com

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Contents

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Web Technical Support

To access support information on the Web, visit the product support Web page on the Grass Valley Web site. You can download software or find solutions to problems.

World Wide Web: http://www.grassvalley.com/support/

Technical Support E-mail Address: gvgtechsupport@grassvalley.com

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Our international support centers are available 24 hours a day, 7 days a week.

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France	+800 80 80 20 20	+33 1 48 25 20 20
United States	+1 800 547 8949	+1 530 478 4148

Authorized Local Support Representative

A local support representative may be available in your country. To locate a support center during normal local business hours, refer to the following list. This list is regularly updated on the website for Grass Valley Product Support

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Region	Country	Telephone
Asia	China	+86 10 5883 7575
	Hong Kong, Taiwan, Korea, Macau	+852 2531 3058
	Japan	+81 3 6848 5561
	Southeast Asia - Malaysia	+603 7492 3303
	Southeast Asia - Singapore	+65 6379 1313

Region	Country	Telephone
	India	+91 22 676 10324
Pacific	Australia	1 300 721 495
	New Zealand	0800 846 676
	For callers outside Australia or New Zealand	+61 3 8540 3650
Central America, South America	All	+55 11 5509 3440
North America	North America, Mexico, Caribbean	+1 800 547 8949; +1 530 478 4148
Europe	UK, Ireland, Israel	+44 1189 230 499
	Benelux – Netherlands	+31 (0) 35 62 38 421
	Benelux – Belgium	+32 (0) 2 334 90 30
	France	+800 80 80 20 20; +33 1 48 25 20 20
	Germany, Austria, Eastern Europe	+49 6150 104 444
	Belarus, Russia, Tadzhikistan, Ukraine, Uzbekistan	+7 495 258 09 20
	Northern Europe	+45 404 72 237
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About the K2 Dyno PA User Manual

This manual is intended for users of the K2 Dyno Production Assistant™ (Dyno PA) application; it describes concepts and tasks that pertain to operating Dyno PA. For information on administrator tasks such as installing and configuring Dyno PA, see the *K2 Dyno Production Assistant Configuration Manual*.

Chapter 1

About K2 Dyno Production Assistant

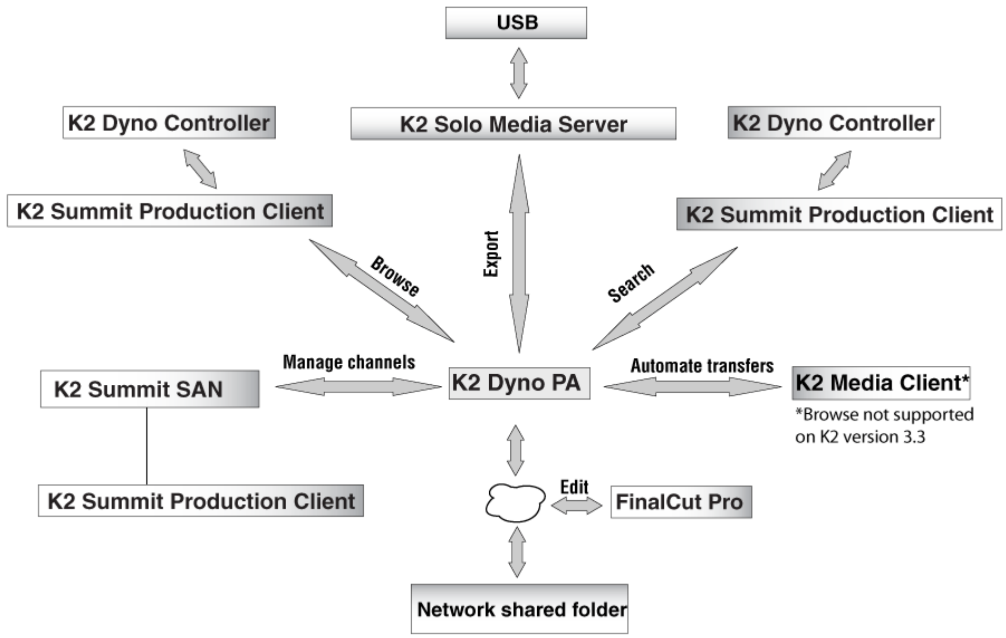
This section contains the following topics:

About K2 Dyno Production Assistant

K2 Dyno Production Assistant (Dyno PA) is a software platform composed of the Dyno PA application and the Grass Valley platform service. The platform service allows users on various Dyno PA clients to access assets as well as share saved searches, keywords, and transfer rules.

NOTE: The Dyno PA application can be used with K2 Media Clients, K2 Summit Production Clients, and K2 Solo Media Servers. When a procedure can be applied to any of these, the term K2 system is used. A K2 Summit Production Client with internal storage is referred to as a standalone K2 Summit system. A K2 Summit Production Client with external storage (an FSM server and a RAID) is referred to as a K2 Summit SAN system. Where a procedure can be applied to a K2 Summit Production Client (in a standalone or SAN system) or a K2 Solo Media Server, the term K2 Summit system is used. The Dyno PA application runs on a machine referred to as the Dyno PA client.

Dyno PA can manage various K2 systems to perform several different tasks.



Using K2 Dyno PA

This section describes three of the common workflows for the K2 Dyno PA application.

Content Management/Controller workflow

This workflow describes a role that principally deals with assets. The user can be manually exporting or transferring assets about the network, creating playlists, loading assets onto managed channels, creating rules for automatic transfers/exports, creating searches, managing repositories, setting up scheduled transfers, and adding keywords to assets.

Logger workflow

This workflow is more about metadata enrichment of record trains from the K2 Dyno Replay Controller. Users load source clips into the Browse pane and then using the keyframe logging mode add keyframes (keywords with timecode context) to assets. Users can also add Dyno PA keywords to Dyno highlights or other assets in the system.

Judiciary/Review workflow

This workflow describes the use of the Browse pane to review footage from a live event from multiple angles, possibly as part of a formal judiciary process such as a video referee. The Browse, Recording Assets and Keyframe panes are used to quickly find points within the record trains and then to switch between trains keeping the current timecode context.

About bins

Bins are folders on a K2 system. You can create or delete a bin on a K2 system, but bins cannot be renamed from K2 Dyno PA.

About repositories

A K2 Dyno PA repository can be used to transfer, import or export assets. A repository acts as a shortcut to a location on the network that can be used to transfer assets from or to Dyno PA. If you delete a repository from Dyno PA, the shortcut is deleted; the assets in the repository itself are not affected.

In Dyno PA there are two types of repositories:

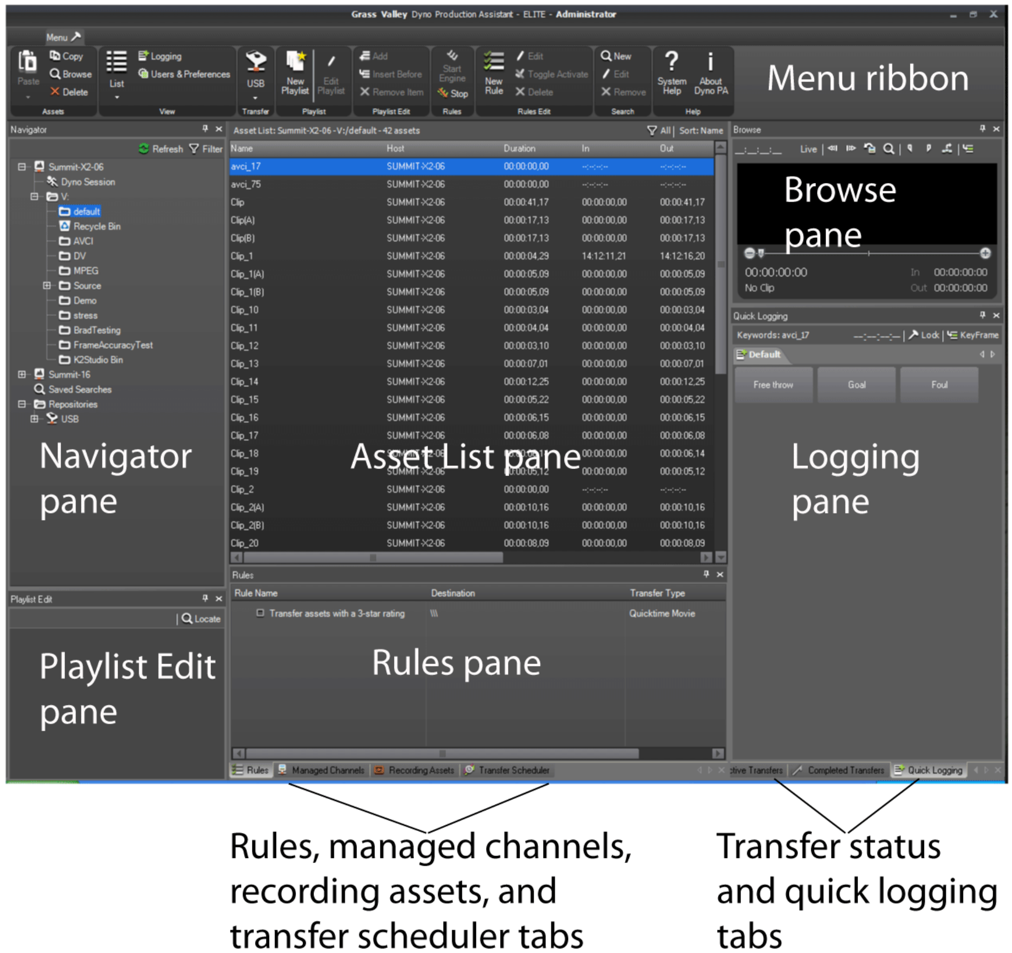
- **K2 system repository**

  K2 system repositories simply represent a bin on a K2 system in Dyno PA. Creating a K2 system repository allows you quick access to that bin. For example, if a bin is nested under several parent folders on a K2 system, creating a K2 system-based repository for this bin displays it under the top-level repository section in the Navigator pane, which makes it easy to locate. As a repository, you can also give the bin to a name more applicable to your particular workflow.
- **File System repository**

  File system repositories import and export assets to and from K2 systems. Examples of file-system based repositories include: a USB drive mounted on a connected PC, a Network Attached Storage (NAS) drive, or an Apple Macintosh-shared drive.

About K2 Dyno PA User Interface

The K2 Dyno PA user interface is composed of several panes that can be hidden or dragged to different areas of the screen. Highlighted items, such as bins, playlists, or managed channels, are displayed with a blue background.



The Dyno PA panes are described below.

NOTE: If your Dyno PA system is not licensed to use a particular feature, that pane is not displayed in the Dyno PA application.

Navigator pane: Lists all the K2 systems that have been added as a server to the Dyno PA client, the current Dyno session, bins (folders on a K2 system), repositories (folders on a user-defined location), and any search queries that have been saved. The **Refresh** and **Filter** buttons let you update the list or select which K2 systems you want to display. You can add, edit or delete servers, bins, repositories, and searches in this pane.

Server Information pane: If a K2 system in the Navigator pane is highlighted, the Server Information pane displays, showing the status and version information of that K2 system. When the K2 system is not highlighted, the Server Information pane is not accessible.

Playlist pane: Displays the playlist currently being edited. In this pane, clicking the **Locate** button causes the Asset List pane to display the bin on the K2 system where this playlist is located.

Asset List pane: Lists, either in thumbnail or list view, all the assets on the bin, repository, or Dyno session currently highlighted in the Navigator pane. The **Filter** button lets you view all the assets in a system or view assets from a specific camera angle. The **Sort** button lets you group assets by criteria such as name, creation date, rating, and so on.

Rules pane: Displays all the rules currently configured. In this pane, you can add, edit, activate or delete rules that tell K2 Dyno PA when to transfer an asset and where to transfer it to. Clicking the Rules tab displays the Rules pane if it is covered by other panes.

Managed Channels pane: Displays all the currently configured record and play channels on K2 systems that can be controlled through the Dyno PA application. If you have administrator-level privileges on Dyno PA, you can add, edit, or delete channels in addition to playing, recording, stopping, fast-forwarding, rewinding, or ejecting assets or putting an asset in loop playback mode. Clicking the Managed Channels tab displays the Managed Channels pane if it is covered by other panes.

Recording Assets pane: Displays all the records currently in progress on the K2 systems. You can view the records in list or thumbnail view, browse a record or load it to one of the K2 systems. The tabs above the record trains let you choose whether to view record trains on one K2 system or all available systems. Clicking the Recording Assets tab displays the Recording Assets pane if it is covered by other panes.

Transfer Scheduler pane: Displays the scheduled transfers. You can add, edit, cancel or delete scheduled transfers in this pane. Clicking the Transfer Scheduler tab displays the Transfer Scheduler pane if it is covered by other panes.

Browse pane:Allows you to load assets from a K2 Summit system and view them in Dyno PA. You can create cue points, mark in or mark out points, create subclips, unload the asset or locate it in the Asset List, and toggle between Live mode and Keyframe Logging mode. In this pane, clicking the **Locate** button causes the Asset List pane to display the bin on the K2 Summit system where the asset loaded in the Browse pane is located.

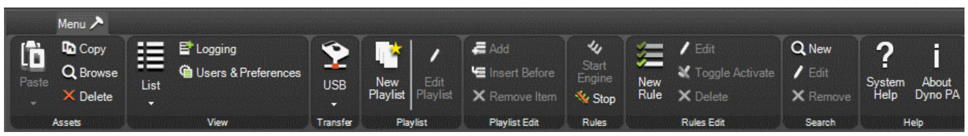
Info pane: Allows you to view the video and keyword information of a highlighted asset. Clicking the Info tab displays the Info pane if it is covered by other panes. In this pane, clicking the **Locate** button causes the Asset List pane to display the bin on the K2 system where the asset loaded in the Info pane is located.

Active Transfer pane: Allows you to view transfers currently in progress as well as failed transfers, if any. Clicking the Active Transfer tab displays the Active Transfer pane if it is covered by other panes.

Completed Transfer pane: Allows you to view the status of completed transfers. Clicking the Completed Transfers tab displays the Completed Transfer pane if it is covered by other panes.

Quick Logging pane: Allows you to associate Dyno PA keywords and keyframes (keywords linked to a specific timecode) with assets or remove them from assets. You can also add, edit, delete or export Dyno PA keywords from categories and view Dyno keywords and ratings. Clicking the Quick Logging tab displays the Quick Logging pane if it is covered by other panes.

Menu Ribbon: The menu is based on the Windows Ribbon interface. When you click on the **Lock** button, the menu ribbon displays. If you double click on the button, the menu remains fixed at the top of the user interface. Double clicking the button again hides the menu ribbon again.



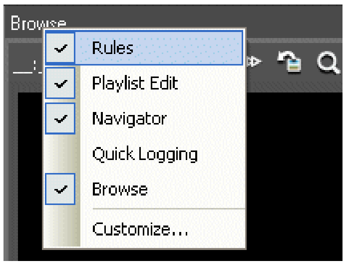
Customizing the K2 Dyno PA user interface

The K2 Dyno PA interface is based on the standard Microsoft Dockable Windows user interface. The Asset List pane is fixed; it cannot be moved or closed. However, you can arrange the other panes around it, which effectively moves the Asset List pane in relation to the other panes.

Any changes made to your layout are automatically saved when you log out of the Dyno PA application. The layout information is saved by the Grass Valley platform service, so your customized layout can be accessed, if you log into Dyno PA with the same username and password, from any Dyno PA client that shares that particular Grass Valley platform service.

1. To close or hide/unhide a pane in Dyno PA, you can do the following:
   - To hide a pane, click the **Thumbtack** button. A hidden pane remains off to the side, with only its title visible. This allows you to customize the interface for a particular workflow. For example, you could close down some panes so that you can view more assets at one time in the Asset List pane.
   - To display a hidden pane briefly, hover the mouse over the pane title.
   - To unhide the pane, hover the mouse over the pane title and then click the **Thumbtack** button.
   - To close the pane click the **X** in the upper-right corner of the pane.
   - To open the pane up again, right-click on the title of another pane and select the closed pane from the options. In the following illustration, the Quick Logging pane has been closed, and right-clicking on the title of the Browse pane displays the Quick Logging pane unchecked.

NOTE: This list displays the panes that are visible; that is, panes that are not hidden beneath other panes. For example, the Completed Transfers pane is not shown here because it is hidden beneath the Quick Logging pane. The Customize pane is not available in this release.



2. To move a pane around in Dyno PA, you can do the following:

   - To open a pane as a separate window, double click the pane status bar. To restore a pane to its previous location, double click the pane status bar again.
   - To drag a pane from one location to another in the user interface:

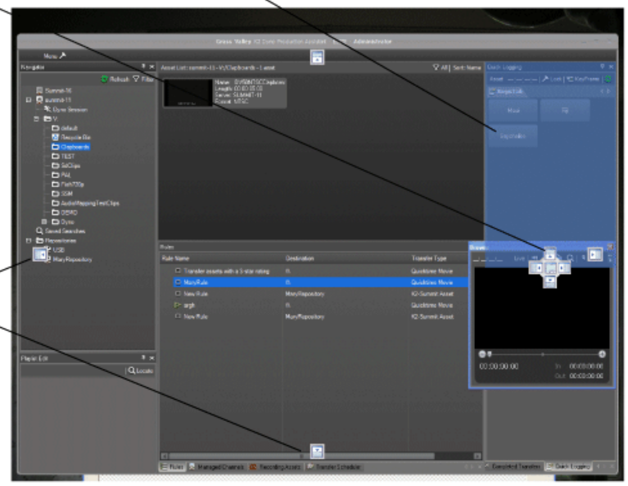
   a) Click the status bar and hold the mouse button down.

      While the mouse button is being held down, a cursor appears and direction arrows are displayed in the center of the user interface and on each side of the screen.

   b) Drag the cursor until it is over the arrow where you want the pane to be placed.

   c) Release the mouse button.

      The pane appears in the new location.



3. If panes are grouped together, you can separate one of the panes from its group by clicking on its tab and dragging it to another section of the UI. To add a pane to a group, drag the pane to the group and drop it onto the center of the four-way arrow.
4. To change the font type, style, or size, select **Users & Preferences** from the menu and select the desired font options.
5. Layouts are automatically saved on the Grass Valley platform service PC when you exit the Dyno PA application. To export a layout, select **Users & Preferences** from the menu and click the **Save Layout** button.
6. To open a layout that has been stored locally, select **Users & Preferences** from the menu and click the **Load Layout** button.
7. To restore the default layout, select **Users & Preferences** from the menu, highlight the user, click**Default Layout** and then click **Yes**.

   When you next restart Dyno PA, the layout returns to the default settings.

About user layouts and preferences

If you customize the K2 Dyno PA user interface, the layout is automatically saved when you log out of the application. The layout information is saved by the Grass Valley platform service; if you log into any Dyno PA client using that particular Grass Valley platform service, the layout is displayed. Multiple users can log in using the same login information. You can export the layout information to an XML file. This file can be saved as a backup or imported into another Dyno PA client. Another user can also import this layout, overwriting their own layout.

Layouts can be customized in several ways. If you select **Users & Preferences** from the menu, you can:

- **Add guard bands**: Also referred to as handles, guard bands add seconds to the beginning and end of an asset. To apply guard bands to an asset, either the transfer type must be GXF or the transfer must be from and to a K2 Summit system.
- **Use Dyno Marks for Transfer/Export**: If you check this box, Dyno PA uses Mark In and Mark Out points that were automatically added to the asset by a Dyno Replay Controller.
- **Create reference file for QuickTime exports**:If this box is checked, Dyno PA creates a Quicktime reference file that an editor can use while the transfer is in progress.
- **When using drag and drop create copy of the asset instead of a shortcut**: By default, dragging and dropping an asset within a K2 system, for example from bin to bin, creates a shortcut pointing to the orignal asset rather than an entirely new copy of the asset. If you check this box, Dyno PA creates an entirely new copy of the asset when you copy and paste.
- **Change the list font**: Changes the font, size, and style of the text for each pane in Dyno PA, with the exception of the Browse and Info panes.
- **Load or save a layout**: You can arrange the Dyno PA panes for your particular workflow and save the layout, or import a previously saved layout. For information on how to load or save a layout, see *Customizing the K2 Dyno PA User Interface*.

Layouts can be customized for a particular workflow. You can close or rearrange the individual panes (except the Asset List pane).

For example, you could create a login specifically for transferring assets, with only the following panes showing: Active Transfers, Completed Transfers, Transfer Scheduler, and Rules. Everytime you log in with that username and password, the layout would be set up for monitoring transfers.

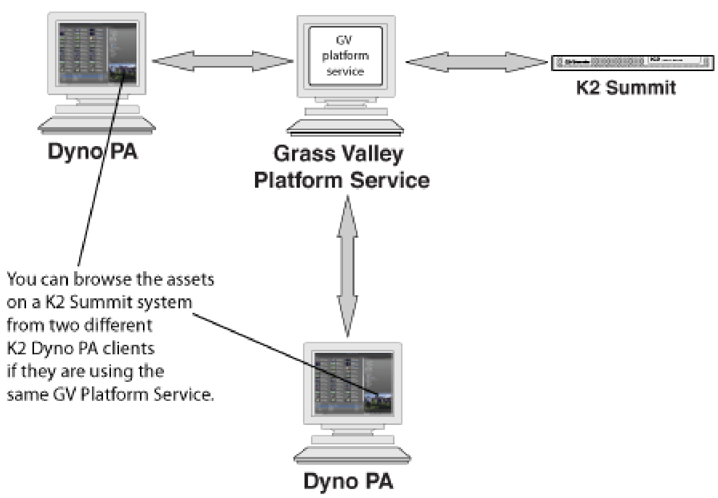
If you wanted to have one or more users adding keywords to assets (logging), you could create a layout designed for browsing and logging, with the following panes: Info, Quick Logging, and Browse.

Sharing assets and information between multiple K2 Dyno PA clients

You can have multiple K2 Dyno PA clients accessing the same assets, rules, and searches through one Grass Valley platform service.

If multiple Dyno PA clients share the same Grass Valley platform service, the different clients share:

- **Rules and Searches**: A rule or a search created on one Dyno PA client can be viewed, edited, and used by the other Dyno PA clients.
- **User information and customized layout**: A user who has login privileges on one Dyno PA client can log in to any other Dyno PA client that shares the same platform service. If the user has personalized the layout of the Dyno PA user interface, these changes are saved and can be accessed from any of the other Dyno PA clients that share the service.
- **Assets**: Multiple Dyno PA clients can access assets (clips, subclips, or playlists) on a K2 system using one platform service.
- **Browse**: Dyno PA clients can browse clips or subclips from a K2 Summit system. Two Dyno PA clients can browse the same K2 Summit system if they are using the same Grass Valley platform service. You cannot browse a playlist.



Chapter 2

Starting Dyno PA

This section contains the following topics:

Starting the K2 Dyno PA application

The K2 Dyno PA application can be started from the desktop icon or from selecting **Start | Programs | Grass Valley**. Multiple Dyno PA clients can access one Grass Valley platform service.

Prerequisites:

- The Grass Valley platform service must be running before you start the K2 Dyno PA application.
- The first time you start the Grass Valley platform service after installation, you need to reboot the PC that the service is running on, or manually start the service.

When the Dyno PA application is first started, it runs on a 30-day trial license. To continue using Dyno PA, you need a permanent license to run Dyno PA. For more information on licensing, see the *K2 Dyno PA Release Notes*.

To start the K2 Dyno PA application, follow these steps:

1. Double-click on the Dyno PA icon. 

   The Dyno PA login displays. This allows you to log in to the PC that runs the Grass Valley platform service.

2. Enter the following:
   a) A username and password. If logging in as an administrator, supply the administrator username and password as specified in the *Managing Users* chapter of the Configuration manual. If logging in as a normal user, enter the username and password supplied by your administrator.
   b) The name or IP address of the PC running the Grass Valley platform service. If the platform service is running on the same machine, enter **localhost**.

3. Click the **Connect** button.

   Dyno PA connects with the platform service. The License Selection dialog box displays. If you have already purchased a permanent license, that license is displayed. For information on licensing, see the *K2 Dyno PA Release Notes*.

4. Highlight the license you want to use. To make this the default license, check the Make Default box. Select the license from the drop-down list.

5. Click **Select**.

   The Dyno PA application displays.

Chapter 3

Logging and keywords

This section contains the following topics:

About K2 Dyno PA metadata and logging keywords

You can apply K2 Dyno PA keywords to assets. Dyno PA can also see keywords or ratings (stars) assigned to assets by K2 Dyno Replay Controllers.

Dyno PA lets you enrich assets with metadata. Metadata, data about data, helps you search for assets and can be used to trigger automated workflows.

Keywords and keyframes are added to the Quick Logging pane. They can then be assigned to a specific asset. You can use keywords to search for assets or transfer them automatically. For example, if you set up a rule that all assets that have a rating of two stars or higher and are saved to a K2 system will be transferred to a specific bin, Dyno PA will automatically transfer to that bin all new assets on that K2 system that have a two star rating or higher.

Keyword categories can be imported to another Dyno PA client that accesses a different Grass Valley platform service or exported to a K2 Dyno Replay Controller.

The following terms are used in K2 Dyno PA keyword logging:

- **Keyword**: A word used to describe an asset.
- **Keyframe**: A keyword that has been assigned to a specific timecode.
- **Logging**: Assigning a keyword or keyframe to an asset.
- **Category**: All the keywords grouped under one tab in the Quick Logging pane.
- **Keyword set**: All the categories, and their keywords, that are saved on a particular Grass Valley platform service .

Creating a K2 Dyno PA keyword

1. Right-click in the Quick Logging pane, and select **New Keyword**.

   A text field displays.
2. In the text field, name the keyword and press **Enter**.

   The new keyword displays in the Quick Logging pane.

Renaming a K2 Dyno PA keyword

1. Right-click on the keyword and select **Rename Keyword**.

   A text field displays.
2. Enter the new name of the keyword and press **Enter**.

   The keyword is displayed with the new name.

Deleting a K2 Dyno PA keyword

1. Right-click on the keyword and select **Delete Keyword**.

   A confirmation message box displays.
2. Click **Yes**.

   The keyword is deleted.

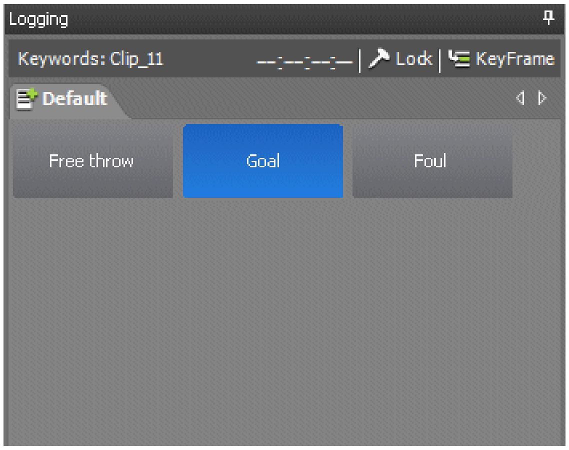
   NOTE: If you select multiple keywords, Dyno PA deletes the last keyword selected.

Applying (logging) a keyword in K2 Dyno PA

This section describes how to apply keywords, also referred to as logging, to assets in K2 Dyno PA.

1. From the Asset List pane, select the asset that you want to apply a keyword to.
2. To apply a keyword to the asset, click on the Quick Logging tab and select the asset.

   Once a keyword has been applied, the keyword turns blue.



3. To verify that a keyword has been applied to an asset, select the asset in the Asset List pane and click the Info tab.

   The clip information displays. Any keywords that have been applied are listed here.
4. If you want to remove a keyword from an asset, select the keyword in the Quick Logging pane a second time.

The keyword is grayed out.

Applying (logging) a keyframe in K2 Dyno PA

A keyframe is a keyword assigned to a specific timecode.

Prerequisite:

You can only apply keyframes on a K2 Summit system.

1. From the Asset List pane, select the asset that you want to apply a keyframe to.
2. Drag the asset to the Browse pane.

   The asset is loaded in the Browse pane.
3. In the Browse pane, navigate through the asset to the desired timecode.
4. In the Quick Logging pane, select the **Keyframe** button.

   The current timecode appears in the status bar of the Quick Logging pane, next to the **Lock** button.
5. If you want to apply several keywords to the same timecode keyframe, click the **Lock** button in the Quick Logging tab. To unlock, click the **Lock** button a second time.
6. Select the keyword or keywords that you want to apply.

   In the Info pane, the keyword or keywords display with the timecode.
7. To verify that a keyword has been applied to an asset, select the asset in the Asset List pane and click the Info tab.

   The clip information displays. Any keywords that have been applied are listed here.

Cueing a keyframe in an asset

You can quickly navigate to the timecode associated with a keyword in an asset.

1. Load the asset into the Browse pane.
2. In the Info pane, select the keyframe.
3. Right-click and select **Cue to keyframe**.

   The asset in the Browse pane displays the timecode associated with the selected asset.

Deleting a keyframe

A keyframe is a keyword linked to a specific timecode in an asset.

1. Load the asset in the Browse pane.
2. In the Info pane, select the keyframe.
3. Right-click and select **Delete**.

   The keyframe is no longer displayed in the Info pane.

Creating a keyword category

You can group K2 Dyno PA keywords into categories, which can be accessed by selecting a tab in the Quick Logging pane.

1. Right-click in the Quick Logging pane and select **New Tab**.

   A text field displays.
2. In the text field, enter a name for the new category and hit **Enter**.

   The new category is displayed as a tab.

Renaming a keyword category

1. To rename a keyword category, click on the tab.

   The tab displays in the Quick Logging pane.
2. Right-click on the tab and select **Rename Tab**.

   A text field displays.
3. Enter the new name and press **Enter**.

   The new keyword category displays on the tab.

Deleting a keyword category

Deleting a keyword category also deletes all the keywords in that category.

1. To delete a keyword category, select the Quick Logging pane and select the keyword category's tab.

   The selected keyword category displays.

   Tip: The displayed keyword pane is the one deleted. Make sure the correct keyword category is displayed before proceeding.

2. Right-click in the keyword category pane and select **Delete Tab**.

   A confirmation message displays.

3. Click **Yes**.

Exporting K2 Dyno PA keywords to a K2 Dyno Controller

You can save all the keywords, and all the keyword categories, in a Dyno-specific XML file that can be imported into a K2 Dyno Replay Controller.

1. Right-click on the Quick Logging pane and select **Save/load | Export to Dyno**.

   The Windows Save As dialog box displays.
2. Browse to the location where you want to save the XML file.
3. Enter a name and click **Save**.

Exporting K2 Dyno PA keywords to another Dyno PA

You can save all the keywords, and all the keyword categories, in an XML file that can be imported into a K2 Dyno PA client that uses a different Grass Valley platform service or saved as a backup file.

1. Right-click on the Quick Logging pane and select **Save/load | Save keyword set**.

   The Windows Save As dialog box displays.
2. Browse to the location where you want to save the XML file.
3. Enter a name and click **Save**.

Importing K2 Dyno PA keywords

You can import K2 Dyno PA keywords from an XML file; this lets you transfer keywords from a Dyno PA client to another Dyno PA using a different Grass Valley platform service. You can also import a backup set of keywords.

1. Right-click on the Quick Logging pane and select **Save/load | Load keyword set**.

   The Windows Open dialog box displays.
2. Browse to the location of the XML file, select it and click **OK**.

   The keywords, and the keyword categories, appear in the Quick Logging pane.

Chapter 4

Searching assets

This section contains the following topics:

- *Creating a search query in K2 Dyno PA*
- *Editing a search in K2 Dyno PA*
- *Deleting a search in K2 Dyno PA*

Creating a search query in K2 Dyno PA

You can create and save queries to search assets in K2 Dyno PA. Saved searches can be viewed by any user sharing the same Grass Valley platform service.

To create a search, follow these steps:

1. Right-click in the Navigator pane and select **New Search**.

   The Search - New Search dialog box displays.
2. Enter the name of the search and, if desired, a description.
3. Click the **Any** or the **All** button. This determines whether all or any of the criteria must be met.
4. To enter the criteria, click the **Add** button and enter the following information:
   - **Type**: Choose the type from the drop-down list. If you select Dyno or PA keyword, the **Keywords** button is activated
   - **Operator**: Select an operator from the drop-down list. The operator options vary depending on the type selected.
   - **Value**: Depending on the type selected, you can type in a value or select one from a drop-down list. If you selected the Rating type , click on each star you want to select or deselect.
   - **Keywords**: If a keyword type has been selected, you can type in a value or select a keyword tab and then select one of the available keywords.
5. Click **OK**.

   The selected criteria appear under the Type, Operator and Value columns.
6. Under Scope Selection, check the box next to the Dyno session, bin, or K2 system where you to apply the search. If nothing is checked, Dyno PA applies the search to all the connected devices, which can be a time-intensive process.

   Tip: If you want to search all connected devices, Dyno PA searches faster if you leave all boxes unchecked rather than check each Dyno session, bin, and K2 system.
7. Click **OK**.

   The new search appears under Saved Searches in the Navigator pane.
8. To view the results of a search, click on the search in the Navigator pane.

   Any search results appear in the Asset List pane.

Editing a search in K2 Dyno PA

Searches are saved under Saved Searches in the Navigator pane.

1. To edit a saved search, right-click on the search and select **Edit Search**.

   The Search - New Search dialog box displays.
2. Make the desired changes and click **OK**.

Deleting a search in K2 Dyno PA

1. To delete a search, right-click on the search in the Navigator pane and select **Delete**.

   A confirmation box displays asking if you want to delete the search.
2. Click **Yes**.

   The search is deleted.

Chapter **5**

Working with assets, bins, and folders

This section contains the following topics:

Creating a clip

You can use K2 Dyno PA to create (record) a clip on a K2 system.

Prerequisite:

- A managed channel must have been added to the K2 Dyno PA client.

1. In the Managed Channels pane, click on the **Record** button.

   The New AssetName dialog box displays.
2. In the Text field, enter a name for the asset and click **Proceed**.

   The name displays in the Primary Asset column. The timecode value is updated as the record proceeds.

Creating a subclip

Prerequisites:

- The Browse pane is only available when using K2 Dyno PA with a K2 Summit system running 7.2x software.
- The K2 Summit system and K2 Dyno PA client must be configured for the DLC software, as described in the *K2 Dyno PA Configuration Manual*.

To create a subclip, follow these steps:

1. Drag the asset to the Browse pane or right-click on the asset in the Asset List pane and select **Browse**.
2. Select the **Live** button or use the scrub bar to navigate through the asset.
3. Click the **Mark In** and **Mark Out** buttons  to select the start and end points of the subclip.
4. Click the **Subclip** button.

   The subclip is displayed in the Asset List pane.
5. To change the name, right-click on the subclip, select **Rename** and enter the new name in the text field.
6. To eject the asset from the Browse pane, click the **Unload Browse Window** button.
   

Copying assets

If you copy and paste an asset on the same K2 system, K2 Dyno PA pastes a shortcut, or reference, to the original asset rather than an entirely new copy. If you drag-and-drop an asset within a K2 system, the new asset is a reference to the existing asset unless you specify otherwise in the Users & Preferences section of the menu. If you copy and paste from one K2 system to another, an entirely new copy is created on the destination K2 system.

1. To copy an asset, right-click on the asset and select **Copy**.
2. To paste a shortcut reference to an asset on the same K2 system, right-click on the Asset List pane in the bin where you want the copied asset, and select **Paste**. To paste an entirely new copy of the asset, whether on the same K2 system or a different system, select **Paste New**.
3. If you paste the asset in the same bin that it was copied from, or give the asset the name of another existing asset, a message box displays informing you that the asset will be renamed name_*n*.To paste the asset, click **Proceed**.

Copying an asset to a repository

You can quickly send a copy of an asset to a repository. If you select multiple assets, the first asset selected is the one copied to the repository.

1. In the Asset List pane, right-click on the asset and select **Send to**.

   The Send Asset to Repository dialog box displays.
2. Enter the following information:

   - **Dest. Repository**: Use the **...** button to select the destination file system repository.
   - **Trans. type**: Use the drop-down list to select the transition type.
   - **Guard Bands**: Also referred to as handles, these add seconds to the start and end of an asset. Enter a number in the text field, up to 10 seconds. Use the up/down arrows to edit.
   - **In point**: Use the up and down arrows to select the in point.
   - **Out point**: Use the up and down arrows to select the out point.
3. Click **OK**.

   The asset is copied to the repository.

Playing an asset or playlist

You can play a K2 Dyno PA asset or playlist on a K2 system by using the Managed Channel pane. You cannot play a subclip on a managed channel.

Prerequisite:

- You must have a managed channel added to the Dyno PA client before you can play an asset or playlist.

1. In the Asset List pane, right-click on the asset or playlist and select **Load To**.

   The managed channels that have been added to this Dyno PA client are displayed.
2. Select the managed channel that you want to play the asset on.

   In the Managed Channels pane, under the row for the selected managed channel, the name of the asset or playlist is displayed under Primary or Secondary asset column.

   NOTE: If the managed channel is recording while you are trying to load an asset or playlist, a warning message is displayed.
3. In the row for that channel, click the **Play** button.

   On the K2 system, the asset or playlist begins playing. The timecode value is updated as the play proceeds.
4. To play the asset or playlist in loopback mode, right-click on the channel and select **Loop Playback**.

   If you right-click on the channel, the Loop Playback setting is checked.

   NOTE: If you put a channel in Loop Playback mode, it remains in Loop Playback mode after you eject the asset or playlist.
5. To move backward through the asset or playlist to the beginning, rewind, stop, fast-forward or record, use the transport controls for that channel.
6. To eject the asset or playlist, right-click on the channel and select **Eject**.

   The asset or playlist is ejected; its name disappears from the asset column.

Renaming an asset

1. Right-click on the asset in the Asset List pane, and select **Rename**.

   A text field displays next to the Rename command.
2. Highlight the default name, type in the new name, and hit **Enter**.

   The asset is renamed.

Deleting an asset

1. Right-click on an asset in the Asset List pane and select **Delete**.

   A confirmation message box displays.

2. Click **Yes**.

   The asset is removed to the Recycle Bin.

Adding a repository

Prerequisite:

- At least one K2 system must have been added as a server in the K2 Dyno PA application.
- If adding a filesystem repository, the filesystem requires a network share of the folder or drive using the device that hosts the drive. This network share must be accessible from the PC that runs the Grass Valley platform service.
- If the filesystem repository is a USB drive, the drive must be UNC mountable from the machine running the Dyno PA platform service.

To add a repository, follow these steps:

A K2 Dyno PA repository can be used to transfer, import or export assets. Repositories can be used as a shortcut to a location on the network where assets can be transferred to or transferred from. If you delete a repository from Dyno PA, the shortcut is deleted; the assets in the repository itself are not affected.

1. In the Navigation pane, right-click and select **Add Repository**.
2. Enter the name of the new repository.
3. If desired, enter a description of the repository.
4. Select the type:

   - K2/Summit

   a) Use the Host drop-down list to select the K2 system.
   b) Click the **...** button and navigate to the desired bin for the repository.
   c) Click **OK**.

   The new repository appears in the Navigator pane.

   - File System

   a) Enter the name or IP address of the repository host machine.
   b) Enter the main UNC share mount point (the network share name).
   c) Enter the username and password needed to access this network share.
   d) To determine the naming convention for the exported file name, check the box next to the desired Naming Conventions:

- Use Dyno Keywords in Export Filename: the Dyno Keywords appear as part of the name in the exported file.
- Use Dyno Marks in Export Filename: Dyno PA puts Dyno marks in the filename itself, for example: 10:15:25:20-10:22:40:15-S00001.Mov. You can then export the file with this new filename.
- Restrict Repository Views to Known File Types: Checking this box ensures that your view is not cluttered with extraneous file types that are not related to the Dyno PA or K2 system. For example, if your repository points to a USB disk where Word documents are stored, these documents will not be shown in the repository if this box is checked.
- If desired, use the Editor Type drop-down list to select **Final Cut Pro.**
- Specify the volume reference. The volume reference is used to specify, in the XML file, the filepath where the repository host machine accesses the exported media. For example, if a volume is mapped on a Mac as the volume *PA*, then enter **PA** as the volume reference.

  ⚠ ***CAUTION: If this reference is incorrect, or the same volume is mounted on another machine with a different name, the repository host machine will not be able to link the metadata to the media.***

- If desired, check the Create a Single File for Each Exported Asset box. If this box is checked, Dyno PA adds an XML file describing the asset, including metadata, for each asset exported.
- Click **OK**. The new repository appears in the Navigator pane.

5. If you are using rules as part of your workflow, proceed to “Configuring a rule”.

Adding a bin

Once a server has been added, you can see the assets on that K2 system. A bin is a folder located on a K2 system, which stores K2 assets.

Prerequisites:

- At least one K2 system must have been added as a server in the Dyno PA application.

To add a bin, follow these steps:

1. In the Navigator pane, click on the location in the K2 system where you want the new bin to be located.
2. Right-click and select **New Bin**.

   A text field displays next to the New Bin selection.
3. Enter in the bin name, and press **Enter**.

   The new bin appears in the Navigator pane.

Editing a repository

1. In the Navigator pane, right-click on the repository and select **Edit Repository**.

   Repository dialog box displays.
2. Make the desired changes and press **Enter**.

If you have edited the repository name, the change will not be visible in the Navigator pane until you click the **Refresh** button.

Deleting a repository or bin

Prerequisite:

Before deleting a bin, the bin must not contain any assets.

1. In the Navigator pane, right-click on the repository or bin and select **Delete**.

   A confirmation message box displays.
2. Click **Yes**.

   The selected repository or bin is deleted; you do not need to refresh the Navigator pane.

Chapter 6

Transferring Assets with K2 Dyno PA

This section contains the following topics:

- *Transferring assets automatically with rules*
- *Transferring scheduled assets*
- *Transferring assets manually*

Transferring assets automatically with rules

K2 Dyno PA can automatically transfer assets by using rules with specific criteria. When an asset meets the criteria, Dyno PA transfers the asset to a location specified in the rule.

Prerequisite:

- Before you can configure a rule, you must have added a repository to the Dyno PA client.

1. To configure a rule, right-click in the Rules pane and select **New**.

   The Rule - New Rule dialog box displays.
2. Enter the following details:
   - **Name**: Type in a name.
   - **Dest. Repository**: Click the **...** button to select a destination repository.
   - **Trans Type**: Use the drop-down arrow to select a transfer type.
3. Click the **Any** or the **All** button. This determines where any given criteria can be met or all given criteria must be met.
4. To enter the criteria, click the **Add** button and enter the following information:
   - **Type**: Choose the type from the drop-down list. If you select Dyno or PA keyword, the **Keywords** button is activated
   - **Operator**: Select an operator from the drop-down list. The operator options vary depending on the type selected.
   - **Value**: Depending on the type selected, you can type in a value or select one from a drop-down list. If you selected the Rating type , click on each star you want to select or deselect.
   - **Keywords**: If a keyword type has been selected, you can type in a value or select a keyword tab and then select one of the available keywords.
5. Click **OK**.

   The selected criteria appear under the Type, Operator and Value columns.
6. Under Scope Selection, check the box next to the Dyno session, bin, or K2 system where you want to apply the rule. If nothing is checked, Dyno PA applies the rule to all the connected devices, which can be a time-intensive process.
7. If the repository is a K2 Summit system, you can select from the following advanced options:
   - **Guard Bands**: Also referred to as handles, guard bands add seconds to the beginning and end of an asset. To apply guard bands to an asset, either the transfer type must be GXF or the transfer must be from and to a K2 Summit system. Enter a number in the text field, up to 10 seconds. Use the up/down arrows to edit.

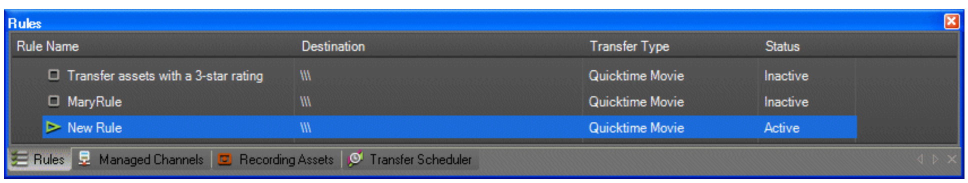
- **Use Dyno Marks for Transfer/Export**: If you check this box, Dyno PA uses Mark In and Mark Out points that were automatically added to the asset by a K2 Dyno Replay Controller.
- **Single Transfer Queue**: If you check this box, transfers are initiated (pulled) from the K2 Summit system that is the destination server. If the box is unchecked, transfers are initialed (pushed) from the source, which means they might be affected by queue limitations.

8. Click **OK**.

   The rule appears in the Rules pane.
9. When created, a rule is inactive. To activate a rule, right-click on the rule and select **Toggle Activate**.

   A message box displays listing the number of transfers that will take place once this rule has been activated.
10. To begin transferring these transfers immediately, click **Yes**.

    Once a rule has been activated, a play symbol displays next to the rule. Inactive rules have a stop symbol. To monitor the transfer, open the Active Transfers pane.



NOTE: If the rule is reset, or there was an error in the transfer, the transfer in the Active Transfer pane must be deleted before Dyno PA will retry the transfer.

Editing a rule

1. In the Rules pane, right-click the rule you want to edit and select **Edit**.
2. If changing one of the rule criteria, highlight the criterion and click the **Edit** or the **Delete** button.
3. Make the desired changes.
4. To accept the changes, click **OK**.

   An edited rule is automatically reset to inactive.
5. To activate the rule again, highlight it and select **Toggle Activate**.

Deleting a rule

In the Rules pane, right-click the rule you want to delete and select **Delete**.

Checking an asset for rules

You can check an asset to see if any rules have been applied to it, and you can release the asset from complying with a rule.

1. In the Navigator pane, right-click on the asset and select **Rules**.

   The Asset Rules Management dialog box displays.
2. To remove the rule from the asset, highlight the rule and click the **Reset Rule** button.

   The rule is no longer displayed under Rules Applied to Asset.
3. Click the **Close** button.

Canceling an active transfer

In the Rules pane, right-click the rule causing the transfers, and select **Cancel active transfers**.

The active transfer is canceled. However, the rule is not inactivated.

Transferring scheduled assets

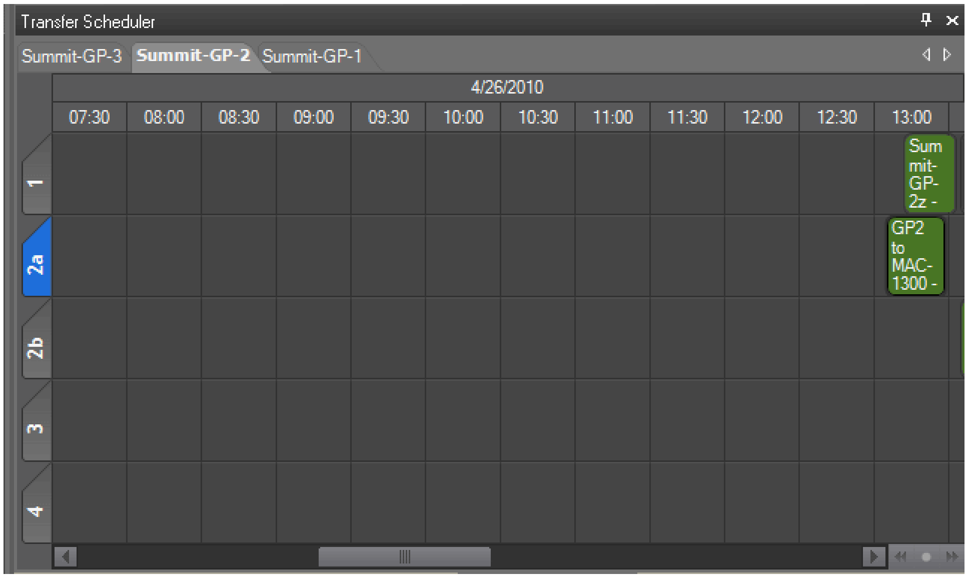
The Scheduled Transfer feature lets you set up transfers ahead of time through K2 Dyno PA. Only Quicktime export is supported.

Prerequisites:

- A file system repository must have been added to the Dyno PA client.
- Because the time and date of the record are determined by the K2 system, while the time and date in Transfer Scheduler are determined by the PC running the Grass Valley platform service, these two machines must be in sync.
- The K2 system that serves as the source of the transfer must be set up so that a record will be in progress at the time the transfer starts.
- The channel must not be in loop record.

1. Click the Scheduler tab.

   The Transfer Scheduler pane displays.



2. From the tabs at the top of the Transfer Scheduler pane, select the tab for the K2 system you want to be the source of the transfer. If there is not enough room to display all the available systems, use the arrows in the upper-right corner to navigate through all the tabs.
3. In the Transfer Scheduler pane, find the row for the channel you want to transfer from and, if available on the K2 system, the primary or secondary side of the channel.
4. Locate the column with the time you want to start the transfer. If there is not enough room to display the desired time, use the arrows in the lower-right corner to navigate through the schedule.

   NOTE: The time of the record is determined by the timecode of the recording asset, as specified on the Out point in the Recording Assets pane. (The time of the record is based on the time of the K2 system, and the date is based on the date on the machine running the Grass Valley platform service.)

5. In the appropriate column, select **New Transfer**.

   The Scheduler Transfer dialog box displays.

6. Enter the following:
   - **Name/Description**: Name of the K2 system and, if desired, a description.
   - **Start Time**: This field is automatically populated with the day and time you selected when you right-clicked on the pane. You can modify the information here.
   - **End Time**: From the drop-down lists, select the end day and time.
   - **Server**: This field is automatically populated with the K2 system you selected in step 2. You can modify the information here.

- **Channel**: This field is automatically populated with the channel you selected in step 3. You can modify the information here.
- **Side**: This field, if available with your system, is automatically populated with the channel side you selected in step 3. You can modify the information here.
- **Dest. Repository**: Use the **...** button to select the destination file system repository.
- **Dest. Filename**: Specify a name for the destination file.
- **Growing File Support**: If this box is checked, Dyno PA creates a Quicktime reference file that an editor can use while the transfer is in progress.
- **Guard Bands**: Also referred to as handles, these add seconds to the start and end of an asset. Enter a number in the text field, up to 10 seconds. Use the up/down arrows to edit.

7. Click **OK**.

   While pending, the transfer displays as blue. During a transfer, the transfer displays as red. Completed transfers are green, and transfers that were not able to complete display gray.

8. To monitor the transfer, right-click on the transfer and click the **Status** button, or hover the mouse over the scheduled transfer.

Transferring assets manually

You can manually transfer assets between bins on K2 systems or to a repository.

1. If transferring an asset to a repository, you can set the file type by clicking on the menu and selecting the file type from the drop-down list. Assets transferred to or from a K2 system must be K2 assets.
2. In the Navigator pane, drag and drop the asset between the bins or to the repository.

   NOTE: If the repository type for export is FileCut Pro, the file format export is QuickTime, and K2 Dyno PA will export a FinalCut Pro XML document along with the file.

3. To check the transfer status, you can do one of the following:
   - To monitor an in-progress transfer, click the Active Transfers tab.
   - To verify that a transfer has finished, click the Completed Transfers tab.

Chapter 7

Playlists

This section contains the following topics:

- *Creating a playlist*
- *Editing a playlist*
- *Deleting a playlist*
- *Renaming a playlist*
- *Copying a playlist*

Creating a playlist

Prerequisite:

- A bin in a K2 system must be selected from the Navigator pane before you create the playlist.

To create a playlist, follow these steps:

1. From the menu, click on **New Playlist**.

   The new playlist appears in the currently selected bin with a default name of List_*n*.
2. From the menu, click on **Edit Playlist** or from the Asset List pane, right-click on the playlist and select **Edit**.

   The playlist appears in the Playlist Edit pane.
3. To add an asset, drag the asset from the Asset List pane to the Playlist Edit pane. You can also right-click on the asset and select **Playlist | Add Item**.
4. Once an asset has been added to the playlist and selected, you can right-click on an asset in the Asset List pane and select **Playlist | Insert Before** or drag an asset to the playlist and right-click on it to select **Move Up** or **Move Down**.
5. To add multiple assets at once, choose one of the following:
   - To add several contiguous assets, select the first asset, hold down the **Shift** key, and select the last asset. Drag the assets to the Playlist Edit pane.
   - To add several non-contiguous assets, select the first asset, hold down the **Ctrl** key, then select the other assets. Drag the assets to the Playlist Edit pane.

   Assets appear in the Playlist Edit pane with a number in the upper-left corner indicating their order.
6. To set a transition for an asset on a K2 Summit system, right-click on the asset and select **Set Transition**.
7. Select the desired choice from the following options:
   - **Type**: To select a video transition.
   - **Duration**: To select a duration in frames.
   - **Matte Color**: If Fade Through Matte is selected as the video transition.
   - **Other**: To select an audio transition.
8. Click **OK**.

   The transition options are listed in the asset information in the playlist.
9. To have these selections applied to all the assets in the playlist, right-click on the asset and select **Set Transition for All**.

10. To remove an asset from the playlist, right-click on the asset and select **Delete**.

    The asset is removed from the playlist, but not from the asset list.

To play a playlist, you need to have configured a managed channel from the same K2 system as the playlist.

Editing a playlist

1. From the menu, click on **Edit Playlist** or from the Asset List pane, right-click on the playlist and select **Edit**.

   The playlist appears in the Playlist Edit pane.
2. To add an asset, drag the asset from the Asset List pane to the Playlist Edit pane. You can also right-click on the asset and select **Playlist | Add Item**.
3. Once an asset has been added to the playlist and selected, you can right-click on an asset in the Asset List pane and select **Playlist | Insert Before** or drag an asset to the playlist and right-click on it to select **Move Up** or **Move Down**.
4. To add multiple assets at once, choose one of the following:
   - To add several contiguous assets, select the first asset, hold down the **Shift** key, and select the last asset. Drag the assets to the Playlist Edit pane.
   - To add several non-contiguous assets, select the first asset, hold down the **Ctrl** key, then select the other assets. Drag the assets to the Playlist Edit pane.

   Assets appear in the Playlist Edit pane with a number in the upper-left corner indicating their order.
5. To set a transition for an asset, right-click on the asset and select **Set Transition**.
6. Select the desired choice from the following options:
   - **Type**: To select a video transition.
   - **Duration**: To select a duration in frames.
   - **Matte Color**: If Fade Through Matte is selected as the video transition.
   - **Other**: To select an audio transition.
7. Click **OK**.

   The transition options are listed in the asset information in the playlist.
8. To have these selections applied to all the assets in the playlist, right-click on the asset and select **Set Transition for All**.
9. To remove an asset from the playlist, right-click on the asset and select **Delete**.

   The asset is removed from the playlist, but not from the asset list.

To play a playlist, you need to have configured a managed channel from the same K2 system as the playlist.

Deleting a playlist

1. In the Asset List pane, right-click on the playlist you want to delete.
2. Select **Delete**.

   A confirmation box displays asking if you want to delete the asset.

   NOTE: This message refers to the playlist; if the playlist contains assets, these assets will not be deleted if you click Yes.
3. To delete the playlist, click **Yes**.

   The playlist is deleted.

Renaming a playlist

1. In the Asset List pane, right-click on the playlist and select **Rename**.

   A text field displays.
2. Highlight the text in the text field, type in the new name and hit **Enter**.

   The playlist is renamed.

Copying a playlist

1. Right-click on the playlist and select **Copy**.
2. Navigate to the bin where you want to place the copied playlist.
3. Right-click in the Asset List pane and select **Paste**.

   The copied playlist appears in the asset list.
4. If the playlist is pasted into the same bin as the original, a message box display, warning that the playlist name will be changed to Playlist_*n*. Click **Proceed** to have the playlist renamed.