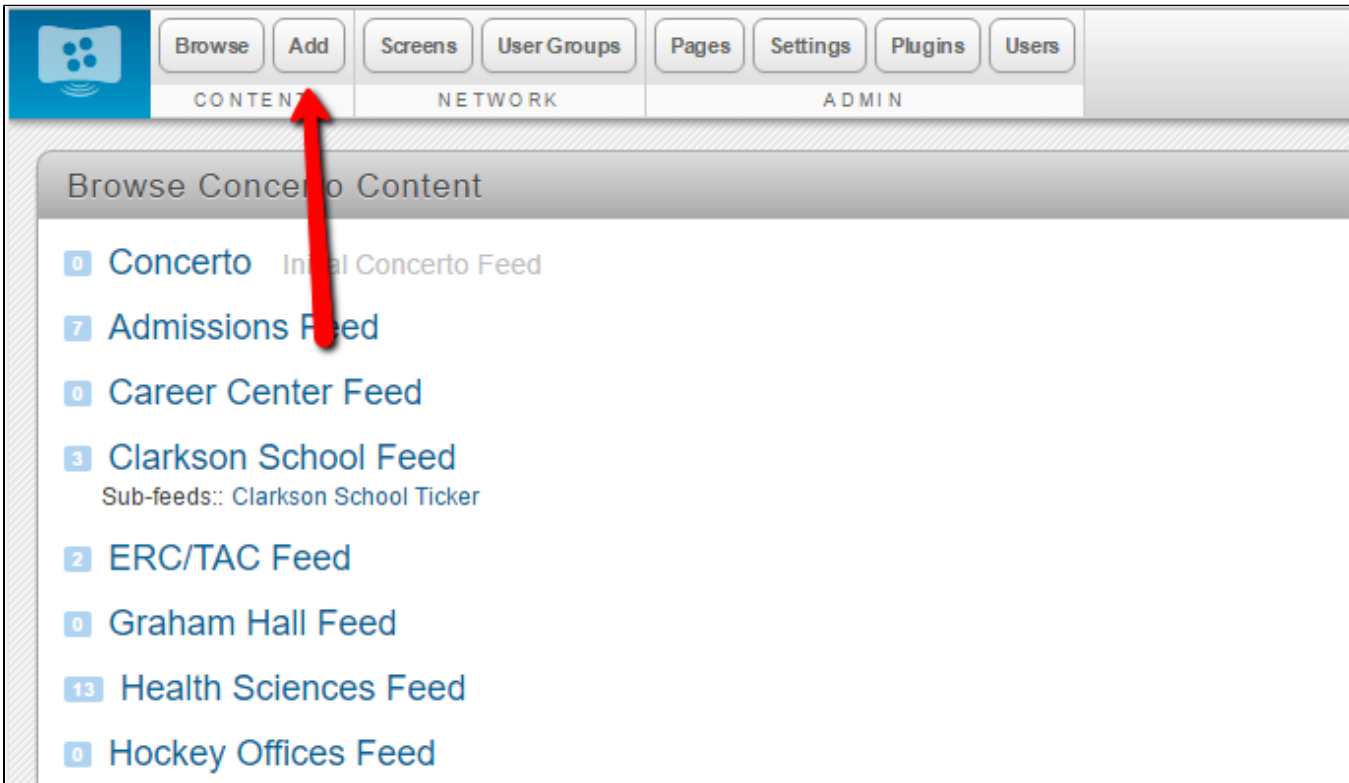



# Posting Content to Digital Signage - Concerto

- Visit <http://concerto.clarkson.edu> and log in using your AD username and password.
- From the top choose "Add" under the Content section.
- Please limit your Digital Signage/Concerto content to one per event and two per office/department/organization running at one time.










- Click on "Choose File" under the Specify File to Upload

 **Browse** **Add** **Screens** **User Groups** **Pages** **Settings** **Plugins** **Users**

CONTENT NETWORK ADMIN

### Add Graphic Content

 **Graphic**  **Calendar**  **IFrame**  **RSS Feed**  **Text**  **Video**  **Weather**

UPLOAD GRAPHIC

**Specify File**

**Choose File** No file chosen

PROVIDE DETAILS

**Name**

**Show on Screen**  
**8 seconds** [Change](#)

**Start Displaying**  **Finish Displaying**

[Set specific times](#)

SUBMIT TO FEEDS

No feeds have been selected yet for this submission.

 Your file must be in JPEG, PNG, GIF, PDF or Powerpoint (single slide) format.

- Enter a **Name** to describe your content
- Choose the **Start Displaying** and **Finish Displaying** dates accordingly
  - For events, your content should not display after the event has occurred.
- Do not change the **Show on Screen 8 Seconds** setting.
  - NOTE: Submissions longer than 8 seconds in duration or three weeks in runtime will be denied so you may resubmit in accordance with the guidelines.

[Browse](#) [Add](#) [Screens](#) [User Groups](#) [Pages](#) [Settings](#) [Plugins](#) [Users](#)

CONTENT      NETWORK      ADMIN

### Add Graphic Content

[Graphic](#) [Calendar](#) [IFrame](#) [RSS Feed](#) [Text](#) [Video](#) [Weather](#)

UPLOAD GRAPHIC PREVIEW

**Specify File**  
 No file chosen

**PROVIDE DETAILS**

**Name** 

**Show on Screen**  
 8 seconds [Change](#)

**Start Displaying** 

**Finish Displaying**

[Set specific times](#)

**SUBMIT TO FEEDS**

No feeds have been selected yet for this submission.

- From the SUBMIT TO FEEDS section, click on the **Select a feed...** button and choose the the feed you would like the content to appear on.
- You can choose the "Add another feed" button on the right hand side to choose multiple feeds to post to.

**SUBMIT TO FEEDS**

**Concerto** ☐ Appears on 1 screens: Sample Screen  
 Initial Concerto Feed

- When you are done selecting feeds, click on **Submit Content**.
- Most content must be approved by a moderator, so submit you content well in advance to provide time for review and approval



Please note, each feed may have different requirements for files that are posted. Please contact the monitor of the feed if you do not see your content posted in a few days.