

MOOD:

Encompass CM



Audio Update Instructions

1. Verify that LCD on the unit face is illuminated and displays text.
2. Press the "Eject" button to open the CD-ROM tray.
3. Place the update disc* with the label facing upward on the tray. Press the "Eject" button again to close the tray.
4. After a few seconds, the LCD will display a "Copying" message, followed
2. by a file name.
5. After all audio files are copied from the disc, the LCD will return to
3. displaying the artist name and song title of the current selection. (As each
4. disc may include more than 100 songs, the load process may require
5. several minutes per disc.)
6. Once complete, the disc may be removed by pressing the "Eject" button.
7. Repeat these steps for all update discs. Your audio and scheduling files
8. have now been updated.

* All update discs include the most current system firmware. If the current version is newer than the existing version, it will automatically be updated. Loading new firmware will cause the system to restart approximately 30 seconds after the disc is inserted. After restarting, the unit will resume the audio file load at step four (above). This will copy any audio and scheduling files, which may also be included on the same disc.

Changing Programs

1. While playing, the encompass CM will display the Artist Name and Song Title of the selection currently playing
2. Press **ENTER** to access the on-screen menu
3. Press the ▼ or ▲ button to change the display to read <Prgm>
4. Press **ENTER**
5. Press the ▼ or ▲ button to view the available programs
6. Press **ENTER** to select the desired program

Changing Date & Time

In order to provide dayparting or special event programming, some discs require that the date and time be set.

1. Press the **ENTER** button on the faceplate to access the control/diagnostic menu.
2. Press the ▼ button to change the display to read <Date>
3. Press **ENTER** to access the date and time.
4. Use the ▲ & ▼ arrows to change each number.
5. When correct, press **ENTER** to move to the next number.
6. Upon completion, press **ENTER** to store the new date and/or time.

Setting a Network IP Address

1. Press the **ENTER** button on the faceplate to access the on-screen menu.
2. Press the ▼ button to change the display to read <Display>
3. Press **ENTER**
4. Use the ▲ & ▼ buttons to scroll to <IP Addr:>.
5. Press **ENTER** to display the current address.
6. To set a static address, DHCP should be set to No. Press the ▼ button to highlight the IP Addr:.
7. Press **ENTER** to change the address. A cursor will show on the first digit of the address. Use the ▲ and ▼ buttons to set each digit. Press the **ENTER** button to move to the next digit. Press **BACK** to return to the previous digit. Upon completion, press the **ENTER** button to store the address in the ENCOMPASS CM memory.
8. Gateway and Netmask must also be set, following the same method. If DHCP is set to Yes , these will be done automatically. Server and Port will be pre-set at the factory. Should they be changed, contact MOOD: Client Support for current settings.

Troubleshooting

Under normal operating circumstances, the LCD will display the Artist and Song title playing. When any other message is displayed, technical help may be obtained by calling **MOOD: Client Support at 800.331.3340.**