# Gallery BrightShow™ Content Quick Guide

**BrightShow**tm  — Layout Specifics

GALLERY
Digital Signage Solutions

## Images & Video

### Please use the following supported image formats:

jpg, jpeg, png, bmp

Images **must** be flattened. (If there are multiple layers you must render the image as Flattened) jpg images are recommended.

Images must **not** exceed 1920 x 1080 pixels.

Images must be no higher density than 150DPI
(72 DPI is recommended)

Image file names cannot contain spaces of illegal characters such as Λ <> | : &.

### Please use the following supported video formats:

MPG,AVI,MP4,WMV (Must be in H.264 encoding)
(AVI and MPG are recommended)

Videos must not exceed 1920 x 1080 pixels
and should be encoded with Microsoft compatible codecs.

Video file names cannot contain spaces of illegal characters such as Λ <> | : &.

Video produced or Rendered on an Apple Macintosh system **must be encoded** with 3vix or Xvid in H.264 as an MP4.
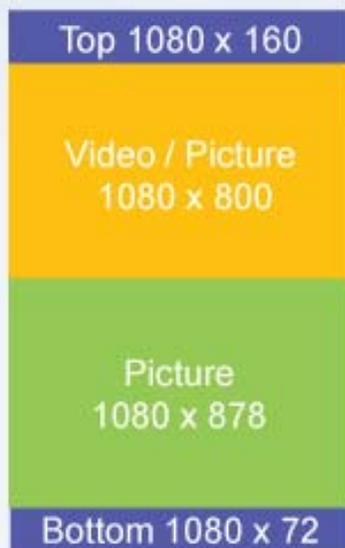
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**Portrait**: 1080 x 1920

**Template 1**

Top 1080 x 160

Video / Picture
1080 x 800

Picture
1080 x 878

Bottom 1080 x 72

**Template 2**

Top 1080 x 160

Picture
1080 x 878

Video / Picture
1080 x 800

Bottom 1080 x 72

**Template 3**

Video / Picture
1080 x 1920

**Landscape**: 1920 x 1080

**Template 1**

Video / Picture
1280 x 960

Picture
640 x
960

Banner 1920 x 120

**Template 2**

Picture
640 x
960

Video / Picture
1280 x 960

Banner 1920 x 120

**Template 3**

Video / Picture
1920 x 1080

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## Using PowerPoint to Design

### Using Microsoft PowerPoint as a design Template/Layout

The image slide you submit must be an image file saved as one of the following file formats:

- PNG Portable Network Graphics Format (*.png)
- JPEG File Interchange Format (*.jpg)
- GIF Graphics Interchange Format (*.gif)

For best results, your image should be exactly **1920 pixels wide** and **1080 pixels high** (a **16:9 aspect ratio**). (1080 x 1920 pixels **9:16** aspect for Vertical screens)

## Create using Microsoft PowerPoint

A variety of software can be used to create image files for slides, one such selection could be Microsoft PowerPoint. PowerPoint allows users to create short, informational slides for use in presentations, and has design goals which greatly overlap with digital sign slides.

### Open/Create a PowerPoint presentation

### Edit your slide/s

Add text and images to your slide. All text should be at least 26 points, to be readable at a distance. You should also try to keep your text concise and only include the most important details, since most passive viewers walking by will only see your slide for a few seconds.

### Save your slide as an image

### Windows

1. Select the proper image size (for PowerPoint 2007)
   a. On the menu bar, select "Design"
   b. Underneath the menu bar, on the far left, select "Page Setup"
   c. A screen will appear displaying two scroll menus. One labeled "Width" and the other labeled "Height"
   d. Change the width to **20 inches**, and the height to **11.25 inches** (this gives you an image size of the digital sign TV, 1920 pixels by 1080 pixels). *(Inverse for vertical screen 1080 x 1920 (11.25 inches x 20 inches)*
   e. Click the "OK" button.
2. Select the desired slide in the thumbnail view (the slides on the left hand side of the screen).
   o If the thumbnail view is not visible, select "view" on the menu bar at the top of the screen, and scroll to slide sorter.

3. From here, select the Microsoft Office icon in the upper left-most corner of the screen (as shown to the right).
   o If you are using a version of Microsoft Office older than 2007, select "File" from the menu bar.
4. Click "Save As", and a screen should appear asking for the name and file type in which you want to save your slide.
5. Type in a name which you find relevant for the slide show, and then scroll down to one of the following file types:
   o PNG Portable Network GraphicS Format (*.png)

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- o  JPEG File Interchange Format (*.jpg)
- o  GIF Graphics Interchange Format (*.gif)
6. After you click save, PowerPoint will display an option to export the entire slide show as individual images:
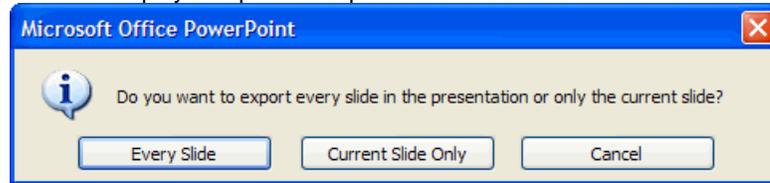


7. Select "Current Slide Only".

Video to capture animation:

  You can also save your work as a WMV format video file (PowerPoint  2010 or later)
This can then be directly uploaded to your BrightShow™  system as a video.

## Macintosh Users
1. Select the desired slide in the thumbnail view (the slides on the left hand side of the screen).
   - o  If the thumbnail view is not visible, select "view" on the menu bar at the top of the screen, and scroll to slide sorter.
2. Select "File" from the menu bar.
3. Choose "Save As Image...", and a screen should appear asking for the name and file type in which you want to save your slide.
4. Type in a name which you find relevant for the slide show, and then scroll down to one of the following file types:
   - o  PNG Portable Network Graphics Format (*.png)
   - o  JPEG File Interchange Format (*.jpg)
   - o  GIF Graphics Interchange Format (*.gif)
5. Click the button labeled "Options..." on the lower right of the Save box.
   - a.  Under "Save slides as graphics files," select the bubble next to "Size".
   - b.  Select the size 1920 (wide) x 1080 (high).
6. Save.
7. After you click save, PowerPoint will notify you that every slide from your presentation was saved as a picture in a folder with the name and location that you selected.

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**PowerPoint Video Output:**

PowerPoint version 2010 and later offer save as in WMV format. The Typical video output, however is only 1280 x 720. This resolution although decent for a computer screen is limited in quality for HD 1080P displays. In order to adjust the output, the user must add a macro to the layout that will upscale the output to 1920 x 1080 or 1080 x 1920.

> We have created 2 empty templates with these Macro files embedded in them.
> They are pre-sized according to the vertical or horizontal aspect at full 1080 resolution.
>
> Use the files provided by gallery Digital Signage. To start the video creation process, use the Alt-F8 keys and select the "Run" button on the pop up box:
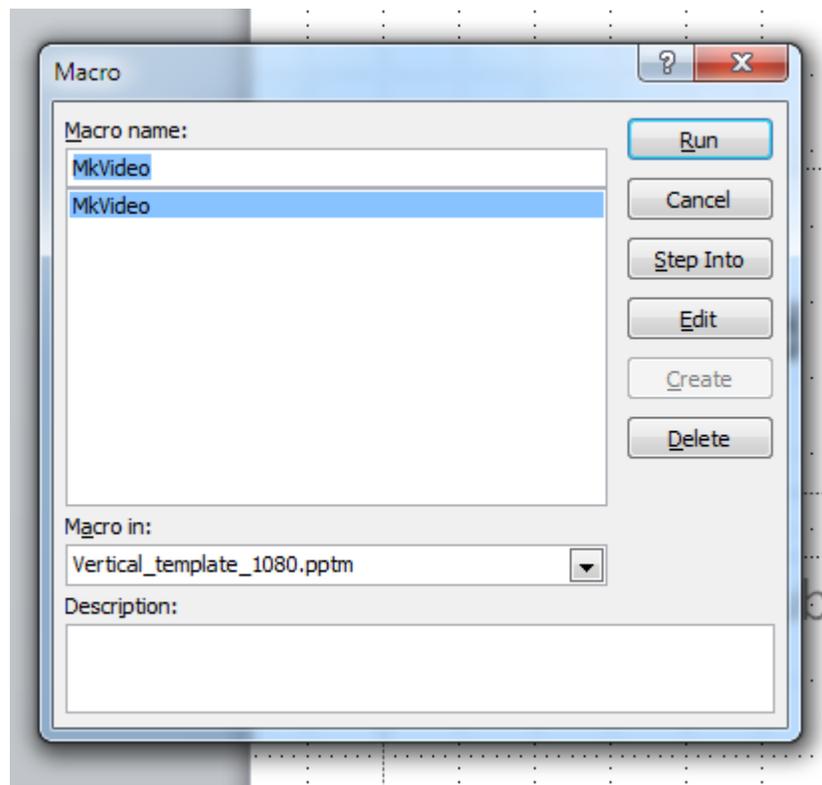


The macro will begin the video output process and place a video on your desktop called:
vertical_video.wmv or horizontall_video.wmv

The file templates can be found here:

https://www.dropbox.com/sh/43fw3ryf4udr75a/AAC5YabF2LsE55C59oLbebcma?dl=0