AtlasIED Application Note

Recording and Saving a Recorded Take with GCK SMC

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Background

Many GLOBALCOM users want to create recorded messages that they can play back at a later time. Typical uses for making a local recorded message may include daily announcements in a school, sales specials in a store, construction or maintenance warnings or other normal announcements that are "localized" for a specific property. Starting with the release of GLOBALCOM/KONTROLKOM (GCK) software, the method of using an "action" to record takes using a mic station has changed from the previous method used.

Steps in Recording a Message

When one wants to record a new message and make it an available "Take" for playing later, there are two steps to follow:

1. Add a new Recorded Message (without selecting a file to add) in order to create a "message slot" for the new recorded message.

2. Create an action to record a message using the newly-created Take as the target of the recording.

We will detail these steps below.

Add a new Recorded Message to create a Take "slot"

1. Start the SMC and log in as an installer-level or admin-level user.

2. Navigate to Configuration/Recorded Messages

3. Create an action to record a message using the newly-created Take as the target of the recording.

   a. Click the plus (+) icon to add a new recording

   b. Give the recording a description to explain its use. This should be a description of the planned recording.

   c. There is no need to find a recording and add it. You only want the "Take slot" (In this example we added Take 95 "Morning Message Take". See Fig 1.)

   d. If you know the text of the message to be recorded, you can type or Copy/Paste the text in the "Visual Text" box and it will be shown on displays as a visual text message when this take is played. If not, just leave the "Visual text" box blank.
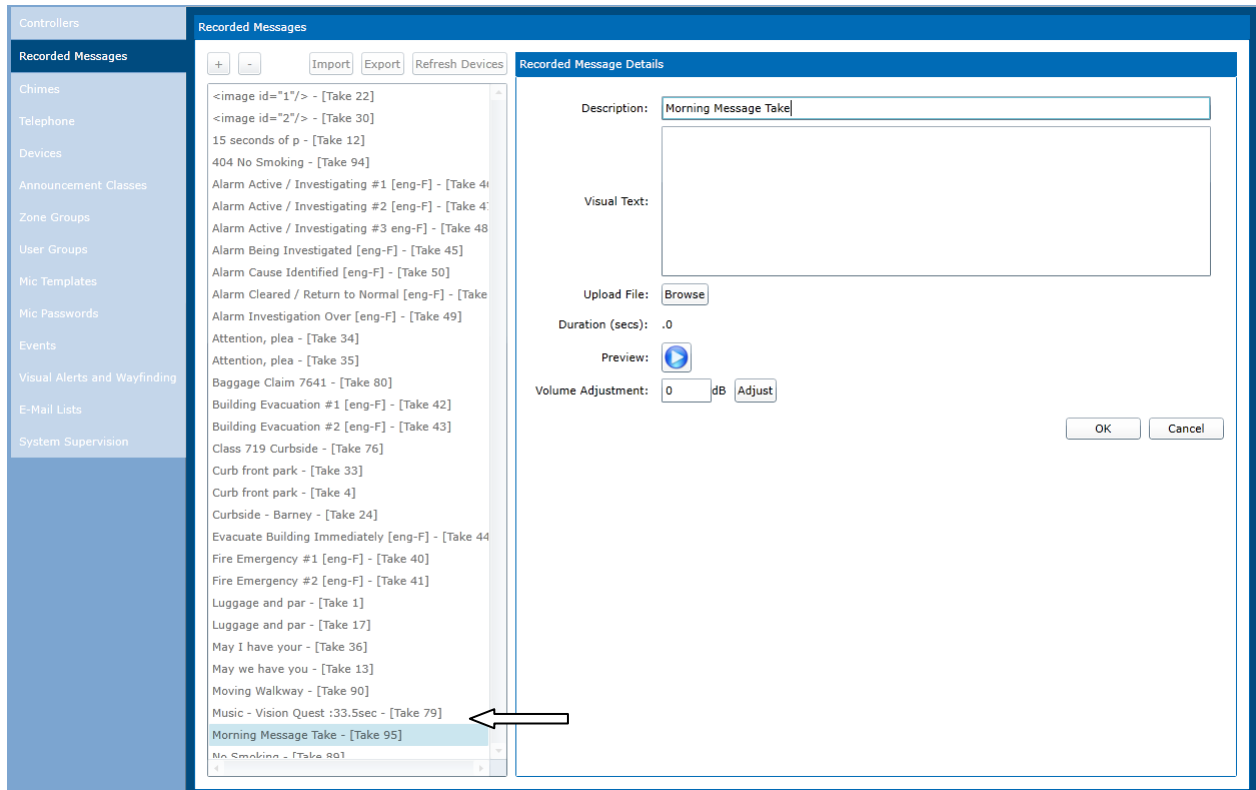
e.   Click on the "OK" button and save the configuration.

Figure 1: Add Recorded Message to get a "slot"

Creating the Record Take Action

One can create a mic station action to record the take now that a slot is created.

Approach 1: 528 mic station action

1.   Navigate to the Configuration / Devices section of the SMC

2.   Click on the "Actions" button for a 528 mic station. (See Figure 2) This will open the Actions editing window. (see Figure 3)

Figure 2: SMC Devices - Mic Stations Section

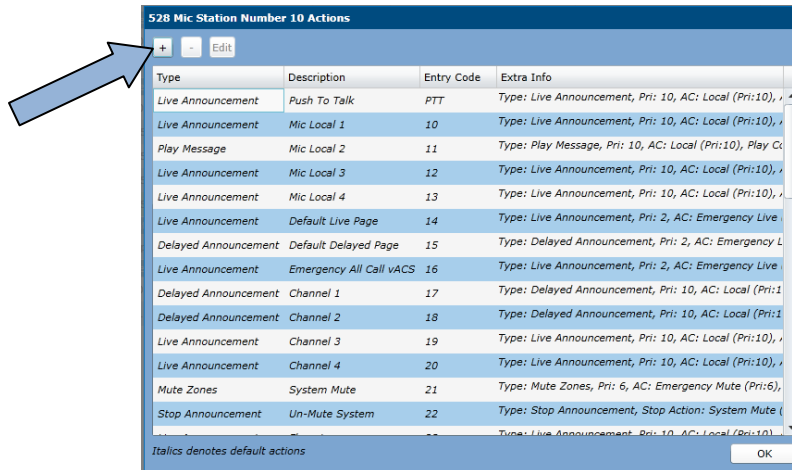3.   Click on the "+" button to add a new action.

Figure 3: SMC - 528 Mic Stations Actions window

4. Create the action "Record Message" using the new Take Slot as the "Record Take" target. Be sure to give this action a meaningful description that describes its use, such as "Record Morning Message" (See Figure 4)

Figure 4: Trusted Sites Pop-up

5. Click "OK" to close the dialog box. The new action will show in the actions list. (See Figure 5) Click "OK" to close the mic station actions box and click "Save" to save the new action.
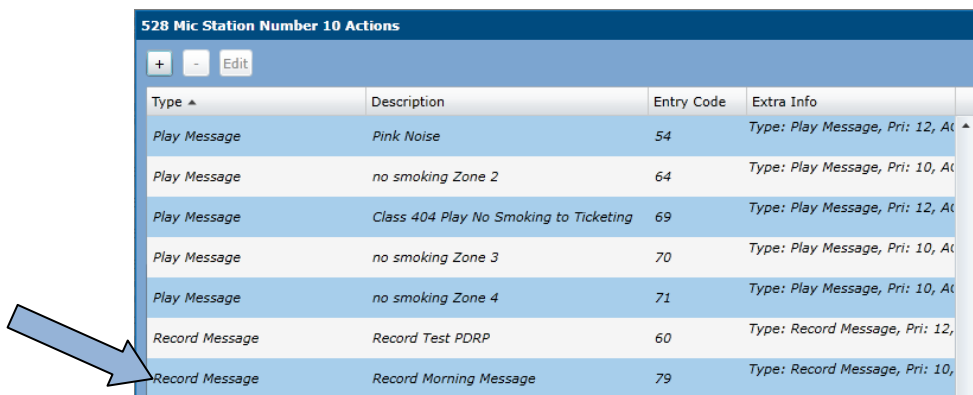

Figure 5: SMC - 528 Mic Stations Actions window

Now, you can create a "Play Message" action to play the message as desired using the "Morning Message [Take 95]" as your desired announcement. This may be a mic station action, a logic input action, an action as a part of an Event, or as a scheduled action.

Note: You may also create a 524 mic station action to "Record Take". The process is similar to the 528 mic action method.

Approach 2: 550CS mic station action

The 550CS mic station actions are created as a part of a button on a page in a 550CS mic station template. To add a "Record Message" action, you will create a button on a page. For this example, we will create a simple two-button page. We will use one button to record the message and the second button to play it. (Of course you may follow this example with any of the 550CS template buttons.) The steps for doing this are detailed below. We will presume you have already created the [Take 95] "slot" as detailed above.

1. Navigate to the SMC Configuration / Mic Templates section.

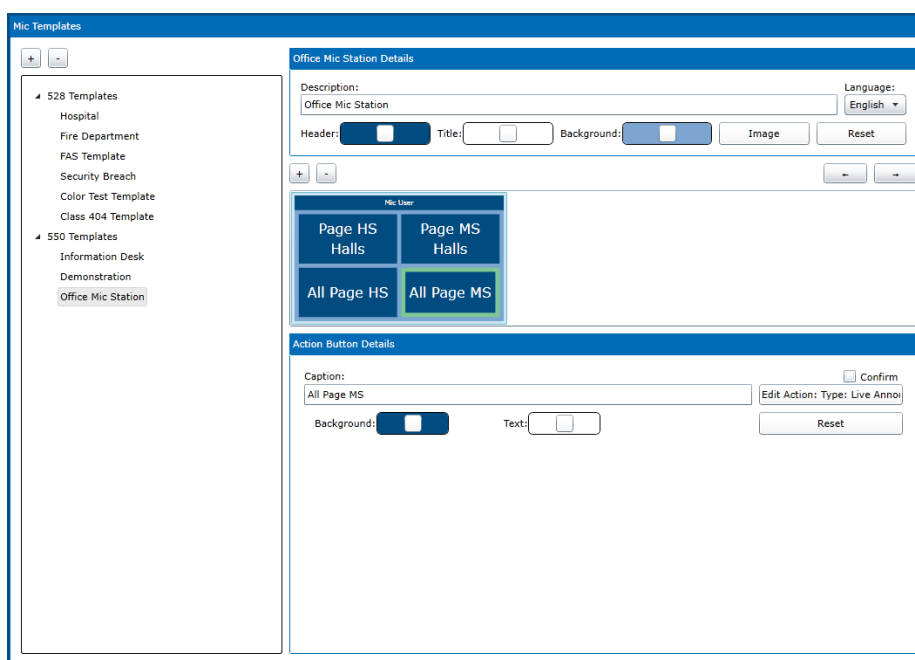2. Select an existing template or create a new one. (See Figure 6)

Figure 6: SMC – Mic Templates – 550 Templates

3. Add a new page with buttons and add actions for the buttons. (See Figure 7)
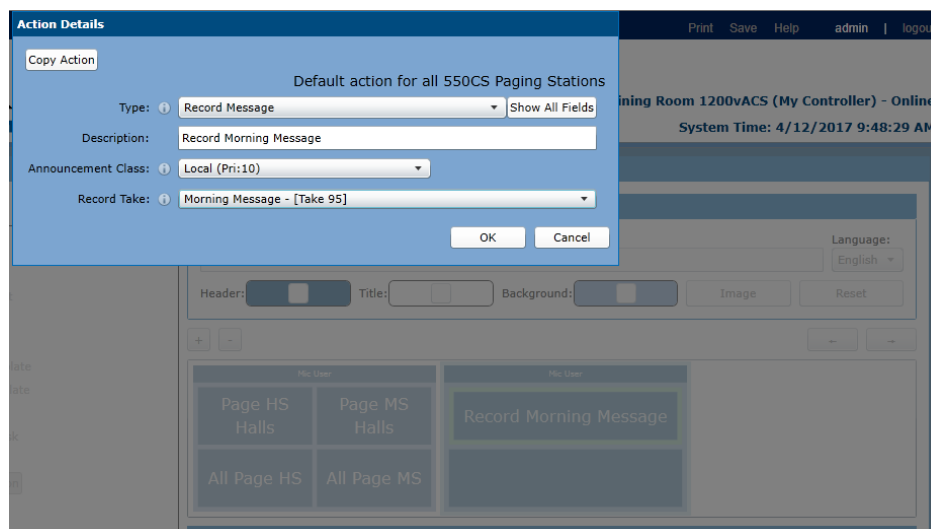
Figure 7: SMC - Add 550CS Record Message action

4. Click "OK" to accept the action.

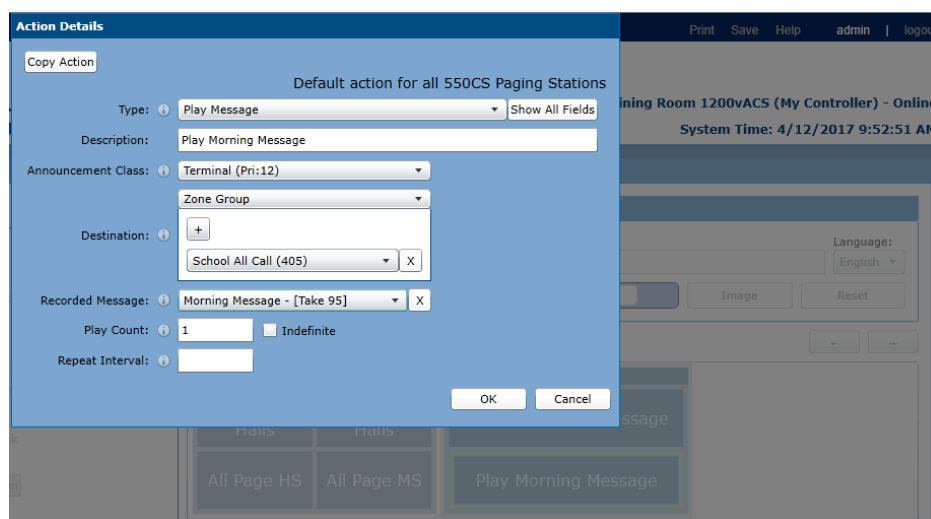5. Add a Play Message action to the template button (See Figure 8)

Figure 7: SMC - Add 550CS Play Message action

6. Click "OK" to accept the action.

7. Click "Save" to save the new page, buttons and actions and send to the Mic Station.

Now, once it is recorded, the "Morning Message" take is available for use. Every time this specific "Record Take" action is used, it will record over the existing "Morning message [Take 95]" message.

You may use this take with other actions including scheduled actions. You can use the Record Message function to create other actions for different, unique recorded messages that may change from time to time.