

# SPECTRE

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## DASHBOARD

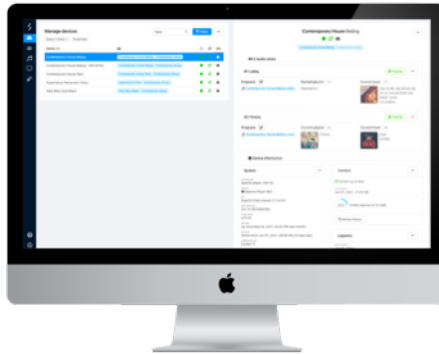
### USER GUIDE

PARIS | 39, rue de Rome, 75009 Paris, France

ASIA | Prosperity Tower, Room 1501, 39 Queen's Road Central, Hong Kong SAR

[contact@spectre-music.com](mailto:contact@spectre-music.com)

# Overview



The **Dashboard** is a web application that enables you & your team members to take control of music in your location(s).

- **see & listen “Live” to what's currently playing**
- change the **currently playing playlist** if you need quieter or more dynamic music ambience
- **skip/remove** tracks
- **modify** your music schedule
- schedule recurring **audio messages**
- check the **playback history**
- adjust the **volume**
- and much, much more...

# Log in DASHBOARD


Login requirements:

- You can access it from any mainstream website browser (e.g., Chrome, Firefox, Microsoft Edge...)
- You can access it at any geographical location with any smart device (PC, smartphone, tablet)

Login adress:

SPECTRE DASHBOARD : <https://dashboard.spectre-music.com>

Upon login, your account and password will need to be verified :

 **I know my account and password** : insert information and click on “**Connect**”.

 **I do not know my account or password** : please see the following page.

# I Do Not Know My Account and Password

There is usually one or several referents in charge or responsible for the music & sonic branding project in your organisation, who own access to DASHBOARD and are allowed to create supplementary accounts for their collaborators.

After successfully installing the players, the referents will receive an email inviting them to create a DASHBOARD account. The email is usually titled “Invitation to SPECTRE DASHBOARD”.

Click on the “Create my account” button inside the email, and follow the steps to finish the account setup.



## **I already have an account but I do not remember / I am not sure if I have an account**

Visit DASHBOARD login page : <https://dashboard.spectre-music.com>, click on “forgot password”, and insert your professional email. You will shortly receive an email with instructions for you to reset password. If you do not receive the mail within 5 minutes, it means either you have inserted a wrong email address, or you do not have account yet. In this case, please contact the responsible person in your organisation to acquire an account.



## **I am the music project responsible, yet I do not have account**

When you successfully install players, you will receive an email inviting you to create a DASHBOARD account. The email usually has the title of “Invitation to SPECTRE DASHBOARD”. If you do not receive this email (please make sure you also verified anti-spam), or the link enclosed is invalid, please contact SPECTRE Support.

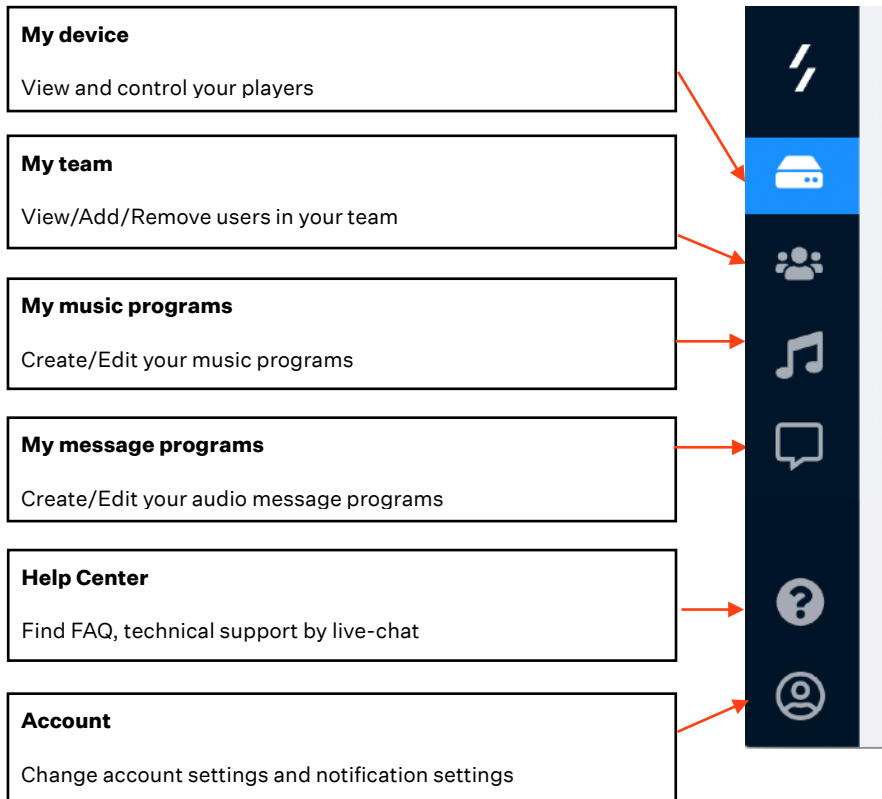


## **I do not have account, and I am not responsible to the music project**

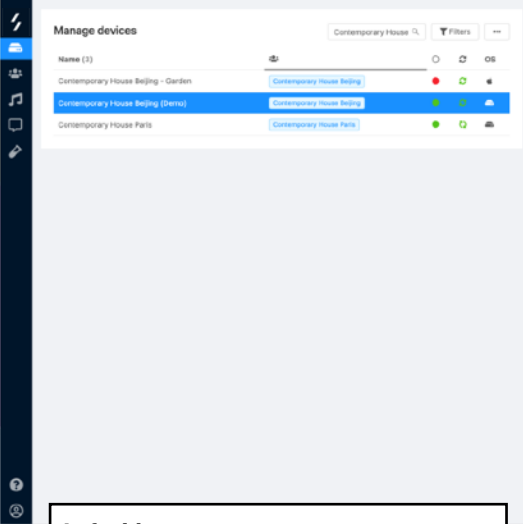
Please contact the responsible person in your organisation to acquire an account. If you do not know him/her, please contact SPECTRE Support.

# Menu & Basic Functions

You can find four major tabs on the left column, from top downward, they are:

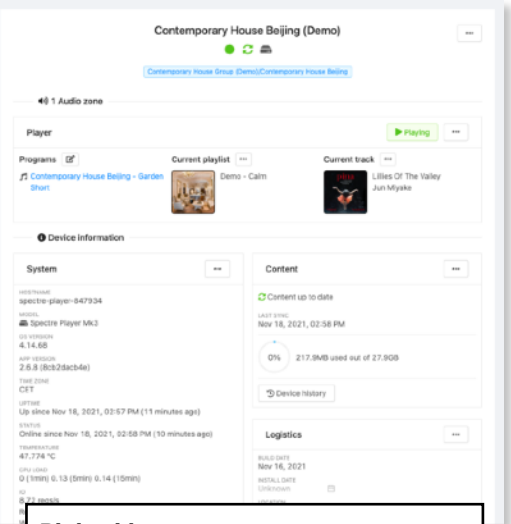


# My Devices



## Left side

List of all devices



## Right side

Manage the selected device

# My Devices: Manage Selected Device

## Connection status

Green: Connected  
Orange/Red: Unconnected from  
SPECTRE server

Contemporary House Beijing (Demo)



## Local content

Green: updated  
Orange/Red: update available, to be  
synchronised

## Current audio flow(s)

1 Audio zone

Player ▶ Playing

Programs

Current playlist ⋮

Current track ⋮

Contemporary House Beijing - Garden Short

Demo - Calm

Lillies Of The Valley  
Jun Miyake

## Technical information of this device

Device information

System ⋮

Content ⋮

Logistics ⋮

HOSTNAME  
spectre-player-847934

MODEL  
Spectre Player Mk3

OS VERSION  
4.14.68

APP VERSION  
2.6.8 (8cb2dacb4e)

TIME ZONE  
CET

UPTIME  
Up since Nov 18, 2021, 02:57 PM (12 minutes ago)

STATUS  
Online since Nov 18, 2021, 02:58 PM (11 minutes ago)

Content up to date

LAST SYNC  
Nov 18, 2021, 02:58 PM

0% 217.9MB used out of 27.9GB

Device history

REBUILD DATE  
Nov 16, 2021

INSTALL DATE  
Unknown

LOCATION  
Unknown

0 (1min) 0.1 (5min) 0.13 (15min)

ID  
6.3 reqs/s

Reads: 0 kB

Writes: 23239 kB

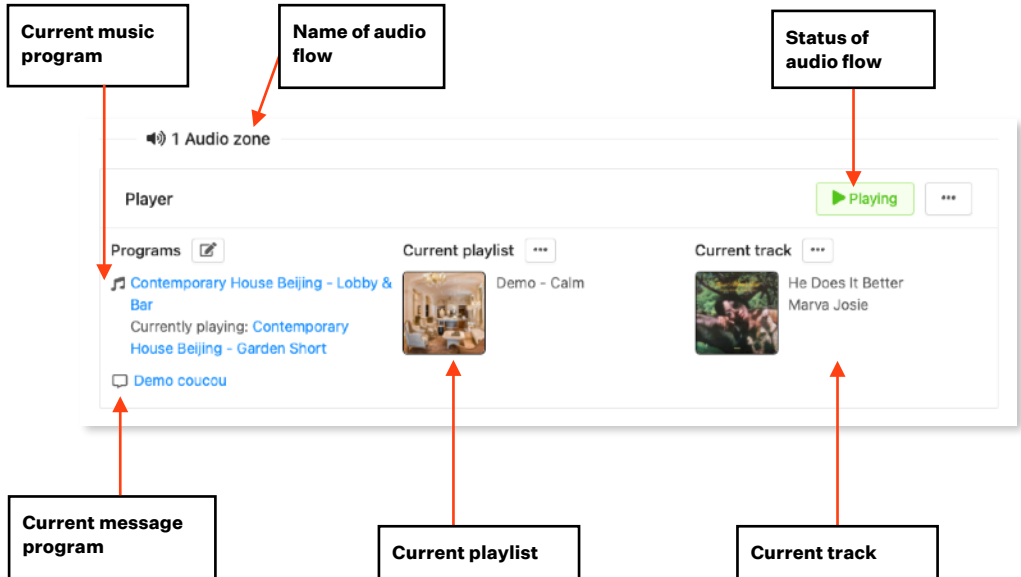
History of this device  
View histories on this device

# My Devices: View Details of Audio Flow

View details of the audio flows on your device.

Every audio flow can contain:

- One music program (i.e. several playlists scheduled throughout the day to match different energies of each time slot)
- One voice message program (i.e. several messages scheduled according to needs)

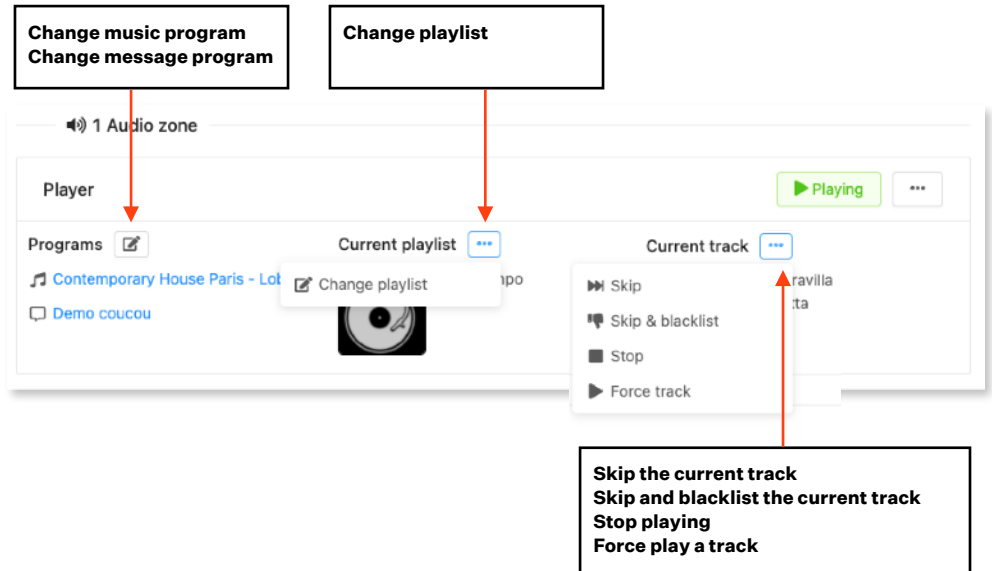




# My Devices: Manage Audio Flow (1/2)

You can control your audio flow on DASHBOARD.

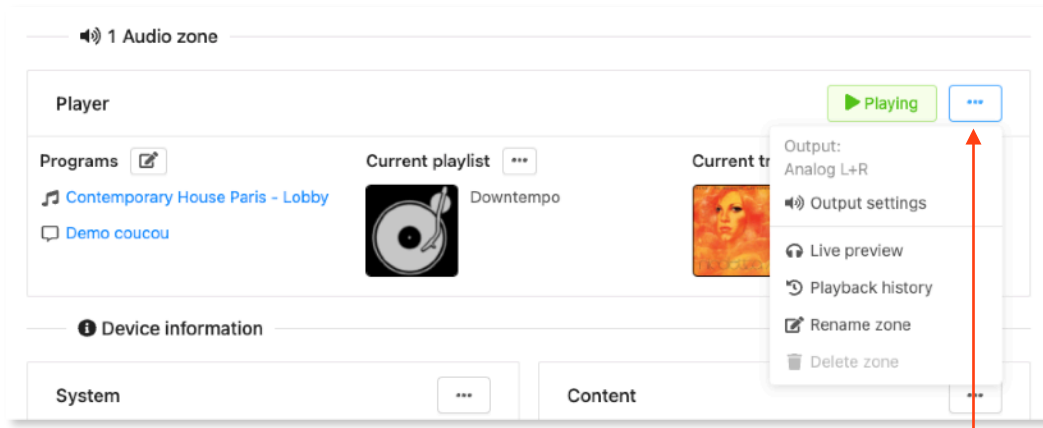
Click the  button to unfold **actions for each element**



The screenshot shows a dashboard for managing audio flow. It features a '1 Audio zone' section with a 'Player' area. The 'Player' area includes a 'Programs' list with items like 'Contemporary House Paris - Lol' and 'Demo coucou'. A 'Current playlist' section shows a 'Change playlist' button and a vinyl record icon. A 'Current track' section shows a 'Skip' button and a dropdown menu with options: 'Skip', 'Skip & blacklist', 'Stop', and 'Force track'. A 'Playing' button and a three-dot menu are also visible. Annotations with red arrows point to specific elements:

- Change music program**  
**Change message program**
- Change playlist**
- Skip the current track**  
**Skip and blacklist the current track**  
**Stop playing**  
**Force play a track**

# My Devices: Manage Audio Flow (2/2)



**Adjust output volume**  
**Live preview the current track**  
**Review play history**  
**Change zone name**

⚠ Non-proper volume adjustment through DASHBOARD might lead to quality damage of audio outflows, or volume inconsistency between SPECTRE audios and your other audio outputs. Please consult SPECTRE Support to optimise your volume settings.

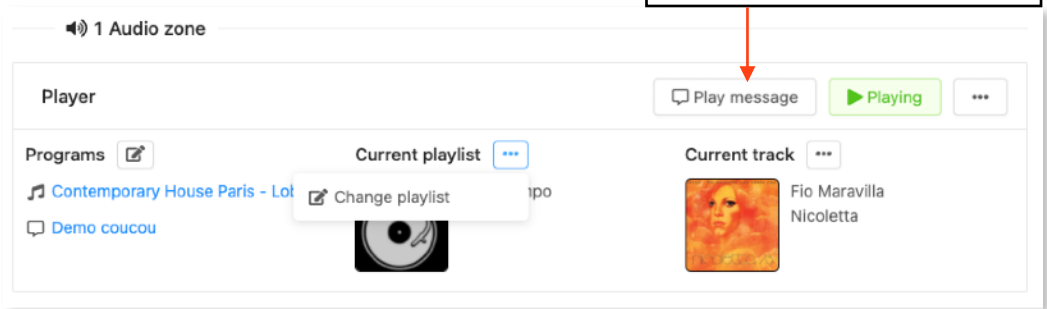
✅ We strongly recommend you to adjust volume on your amplifiers or control matrix.

⚠ It is normal that live preview slightly differs from the real broadcast presentations (e.g., volume, a lag of a few seconds, crossfade effect...).

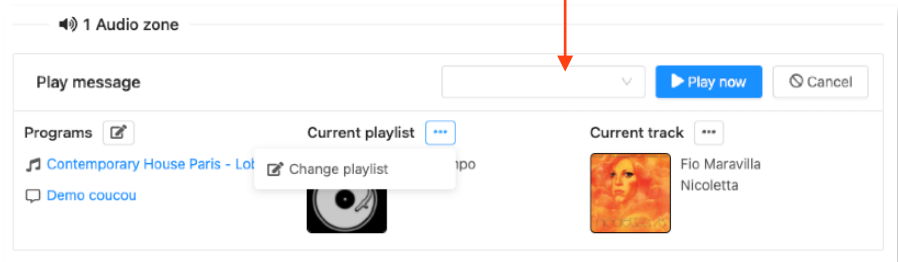
# My Devices: Broadcast Voice Message

A message program can be assigned to any audio flow. All and every message in this program can be manually triggered according to your needs.

**Play a voice message immediately**



**Select a message and play immediately**



# My Teams

View and manage your team and sub-teams. You can invite new users by sending an invitation email from the Dashboard. A user can be given **manager** or **user** authorisation according to your need.

Manage teams

Name

Contemporary House Group (Demo)

1

5/1

7

Supernature Restaurant Tokyo

0

1/1

2

Palm Bliss Club Miami

0

1/1

1

Contemporary House Paris

0

1/1

2

Contemporary House Beijing

0

2/1

2

Contemporary House Group (Demo)

Users (1)

Programs (7)

Devices (5/1)

Billing

Settings

Invite a new user

Name (1)

Email

Role

John Contemp

zwei.zhao@essec.edu

manager

Contemporary House Group (Demo)

Users (1)

Programs (7)

Devices (5/1)

Billing

Settings

Invite a new user

Name (1)

Email

Role

John Contemp

John.C@contemporary.com

manager

Invite a new user to the selected team

Edit account information & authorisation  
Resend invitation

# My Music Programs

A music program is a set of playlists scheduled to play automatically throughout the day to match different energies of each time slot. (e.g., playlist “Calm” for the morning and playlist “Energetic” for the afternoon...)

Manage music

Contemporary

Filters

Name (A-Z)

Contemporary House Beijing - Lobby & Bar

Contemporary House Beijing

3

Contemporary House Paris - Lobby

Contemporary House Paris

3

Contemporary House Paris - SPA

Contemporary House Paris

3

Contemporary House Beijing - Garden Street

Contemporary House Beijing

2

Contemporary House Beijing - Lobby & Bar

Contemporary House Group DetailsContemporary House Beijing

Playlists (2)

Devices

Internal Schedules Notes

This program is still using the old scheduler. Would you like to upgrade it to the new scheduler?

Warning: The program won't sync with older versions of the player anymore. (Requires Dase 2.0 or later/3.0.0)

Upgrade program

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
00:00	00:00 - 01:00 Housebeats	00:00 - 01:00 Housebeats	00:00 - 01:00 Housebeats	00:00 - 01:00 Housebeats	00:00 - 01:00 Housebeats	00:00 - 01:00 Housebeats	00:00 - 01:00 Housebeats
01:00	01:00 - 02:00 Housebeats	01:00 - 02:00 Housebeats	01:00 - 02:00 Housebeats	01:00 - 02:00 Housebeats	01:00 - 02:00 Housebeats	01:00 - 02:00 Housebeats	01:00 - 02:00 Housebeats
02:00							
03:00							
04:00							
05:00							
06:00							
07:00	07:00 - 08:00 Housebeats	07:00 - 08:00 Housebeats	07:00 - 08:00 Housebeats	07:00 - 08:00 Housebeats	07:00 - 08:00 Housebeats	07:00 - 08:00 Housebeats	07:00 - 08:00 Housebeats
08:00							
09:00							
10:00							
11:00	11:00 - 12:00 Housebeats	11:00 - 12:00 Housebeats	11:00 - 12:00 Housebeats	11:00 - 12:00 Housebeats	11:00 - 12:00 Housebeats	11:00 - 12:00 Housebeats	11:00 - 12:00 Housebeats
12:00							
13:00							
14:00							
15:00							

Left side

All music programs

Right Side

View details of selected music program

Make **permanent modification** to your music program (e.g. change of opening and closing time): Select the music program in question, find and click on the “edit” button at the bottom of schedule chart, drag each rectangle to cover the time slot wanted.

Make **temporary modification** to your music program (e.g., temporary requirement from client to a certain area): use the adjustment functions under “My devices” —> “change the current playlist”.

⚠ If you could not edit or adjust a certain program, it means that you probably do not possess the authorisation. Your music project is under management of the project responsible in your organisation.

⚠ Neither the content of playlists nor the number of playlists is modifiable. If you would like to modify the music curation content, please contact the project responsible of your organisation and SPECTRE.

# My Voice Messages

A message program is a set of voice messages scheduled to play automatically throughout the day to match different needs of each time slot. (e.g., a closing message at 19:30, a promotional message that plays every hour).

You can create / add new voice message program, or edit existing programs.

The screenshot displays the 'Manage messages' interface. On the left, a list of voice message programs is shown, with 'Demo coucou' selected. A red arrow points to the '+ new message program' button. On the right, a calendar view for November 15-21 is shown, with a blue bar indicating the selected program's schedule.

**Left side**

All voice message programs

**Right side**

View selected message program

⚠️ If you could not edit or adjust a certain program, it means that you probably do not possess the authorisation. Your music project is under management of the project responsible in your organisation.

# Add New Voice Message

You can **upload your own audio files** and add them into your message programs.

To be **compatible** with SPECTRE system, your audio files should satisfy:

- PCM Mono 44.1kHz AAC CBR 128kbps
- Normalise loudness ITU BS.1770 à -16 LUFS
- MPEG-4 file with extension .m4a



# Technical Support

Still have unsolved questions?

**Please consult FAQ:** [support.spectre-music.com](https://support.spectre-music.com)

**Or contact us :**

**Tel:** +33 (0)1 43 87 12 34

**Email:** [support@spectre-music.com](mailto:support@spectre-music.com)