

ORVESTRA

Users Portal User Guide

Actual screens, numbered controls and practical explanations | 20 October 2026

Scope

The seven main portal modules: catalogue, bar orders, remote control, Juke/chat, music playlists and licence assignments, video and Remote display. Also includes sign-in, guest table links and the recovery VNC interface.

How it was documented

Screens were captured from users.orvestra.eu. Limits and conditional behaviour were checked against the corresponding project forms. Existing venue/product/order data were used. No orders, media, licences, audio or access rights were changed to create the guide.

Language

Explanations are in English. Screenshots preserve the real interface, including its Croatian/English labels and user-entered names.

Reading the numbered screens

Each number matches a row below its screenshot. Repeated controls with the same function share a number. Large editors are split into actual panel crops so their controls remain readable on paper. Continuation pages repeat the table heading.

Saving and live actions

Catalogue editing is draft -> save -> publish. Playlist changes require their own Save button. Order status, playback/volume, device blocking and access changes are operational actions, not preview controls. Check the venue before using them.

Account permissions

These screens were captured with an administrator account. Other accounts may see fewer venues, upload tools or assignment controls. A disabled control may require a selection, pending change, connection or permission; the table explains the relevant condition.

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01 Portal - main menu

Actual production portal screenshot; numbered marks and crop added for this guide.



#	Screen 01 / option	What it does	Values and behaviour
1	Sign out	Signs this browser out of the account.	Sign in again to regain access.

#	Screen 01 / option	What it does	Values and behaviour
2	Menu admin	Opens products, categories, images, prices and availability.	Availability depends on account permissions.
3	Orders	Opens the bar order board and guest item notes.	Availability depends on account permissions.
4	Remote control	Opens venue selection and Core remote control.	Availability depends on account permissions.
5	Juke and chat	Opens guest settings, action prices and table QR codes.	Availability depends on account permissions.
6	Playlist editor	Opens the music library, playlist editor and access assignments.	Availability depends on account permissions.
7	Video manager	Opens the video transmission profile for a venue.	Availability depends on account permissions.
8	Display admin	Opens images, video advertising, signage playlists and ticker.	Availability depends on account permissions.

02 Sign-in and first access

Actual production portal screenshot; numbered marks and crop added for this guide.

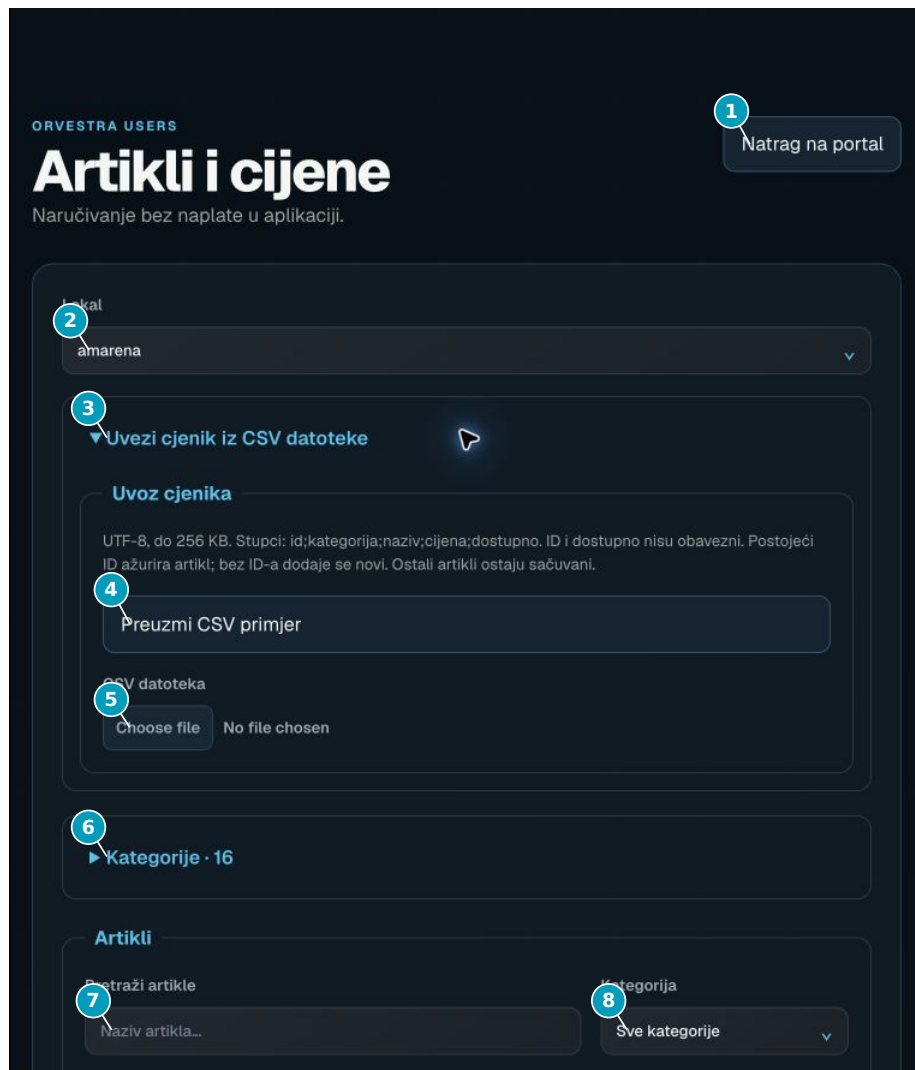
The screenshot shows the ORVESTRA Users Portal sign-in interface. At the top left, the ORVESTRA logo is marked with a blue circle containing the number 1. The main heading 'ORVESTRA USERS' is in small white text, followed by the large white text 'One account for your venue'. Below this, a subtitle reads 'Sign in once, then choose the ORVESTRA function you need.' The form contains two input fields: 'Licensed email' (marked with a blue circle containing the number 2) and 'Password' (marked with a blue circle containing the number 3). A blue 'Sign in' button is marked with a blue circle containing the number 4. Below the button is a link 'First visit / reset password' marked with a blue circle containing the number 5.

The real form is shown without an entered password. Signed-in accounts see only the modules and venues they are allowed to access.

#	Screen 02 / option	What it does	Values and behaviour
1	ORVESTRA	Opens the public ORVESTRA website.	Link outside the Users portal.
2	Licensed email	Email of the account linked to an ORVESTRA licence.	Enter the existing account email.
3	Password	Account password used to sign in to the portal.	Characters are masked.
4	Sign in	Checks the entered credentials and opens the available functions.	Invalid credentials produce an error message.
5	First visit / reset password	Starts initial access or password recovery for the entered email.	Follow the emailed password setup instructions.

03 Catalogue - CSV import

Actual production portal screenshot; numbered marks and crop added for this guide.

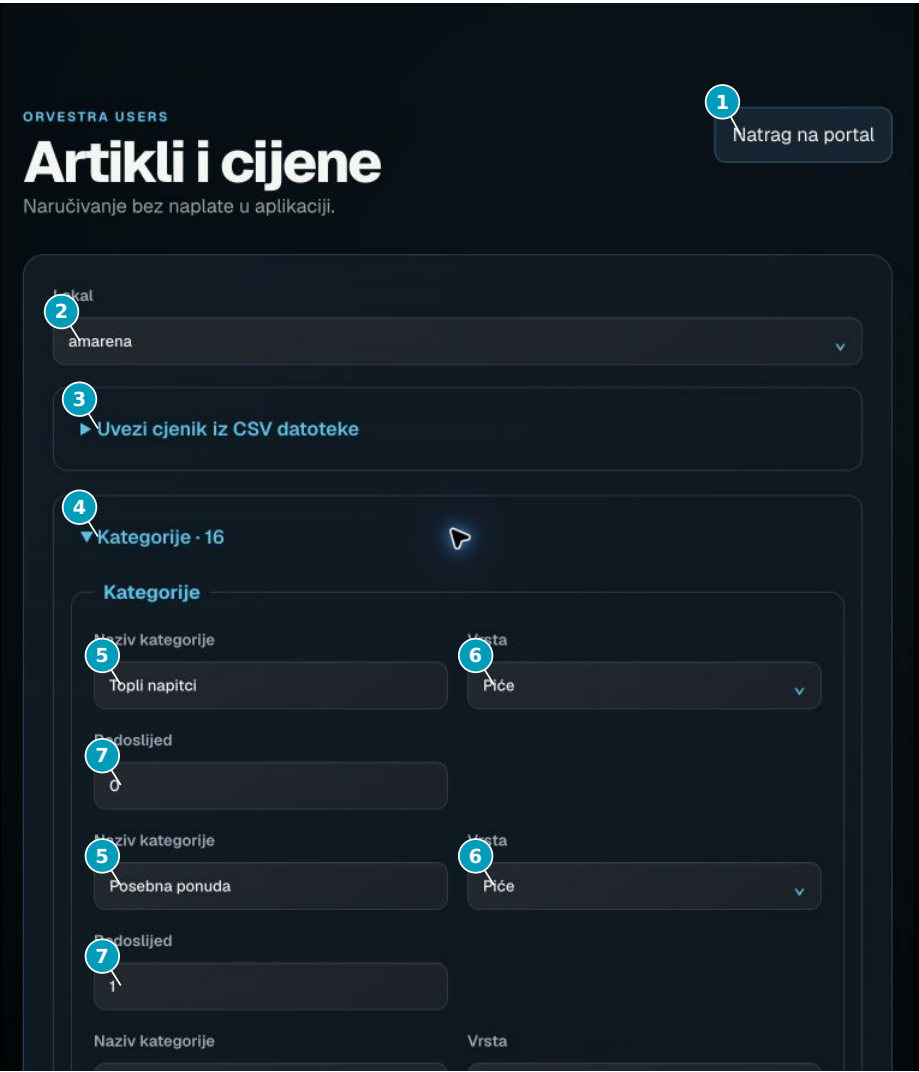


After selecting a valid file, a preview offers Apply to draft / Cancel import. Applying does not publish the catalogue: save and publish afterwards. No file was imported for this screenshot.

#	Screen 03 / option	What it does	Values and behaviour
1	Main menu / Back	Returns to the portal function selector.	The browser session remains signed in.
2	Venue	Selects the venue whose data and settings you are viewing.	The list follows account permissions. Editors may lock it while there are unsaved changes.
3	Import price list from CSV	Expands or collapses the CSV import tool.	Opening this section does not import anything.
4	Download CSV example	Downloads a template with column names and a sample row.	id;kategorija;naziv;cijena;dostupno
5	CSV file	Reads a local CSV file and prepares an import preview.	UTF-8; up to 256 KB. ID and availability are optional. Matching IDs update products; missing IDs add products. Other products remain.
6	Categories	Expands product category editing. The heading includes the category count.	Each category has a name, type and position.
7	Search products	Filters visible products by name.	Text search; clearing it restores the full view. Products are not deleted.
8	Category filter	Limits the product view to a single category.	All categories or an existing category.

04 Catalogue - categories

Actual production portal screenshot; numbered marks and crop added for this guide.

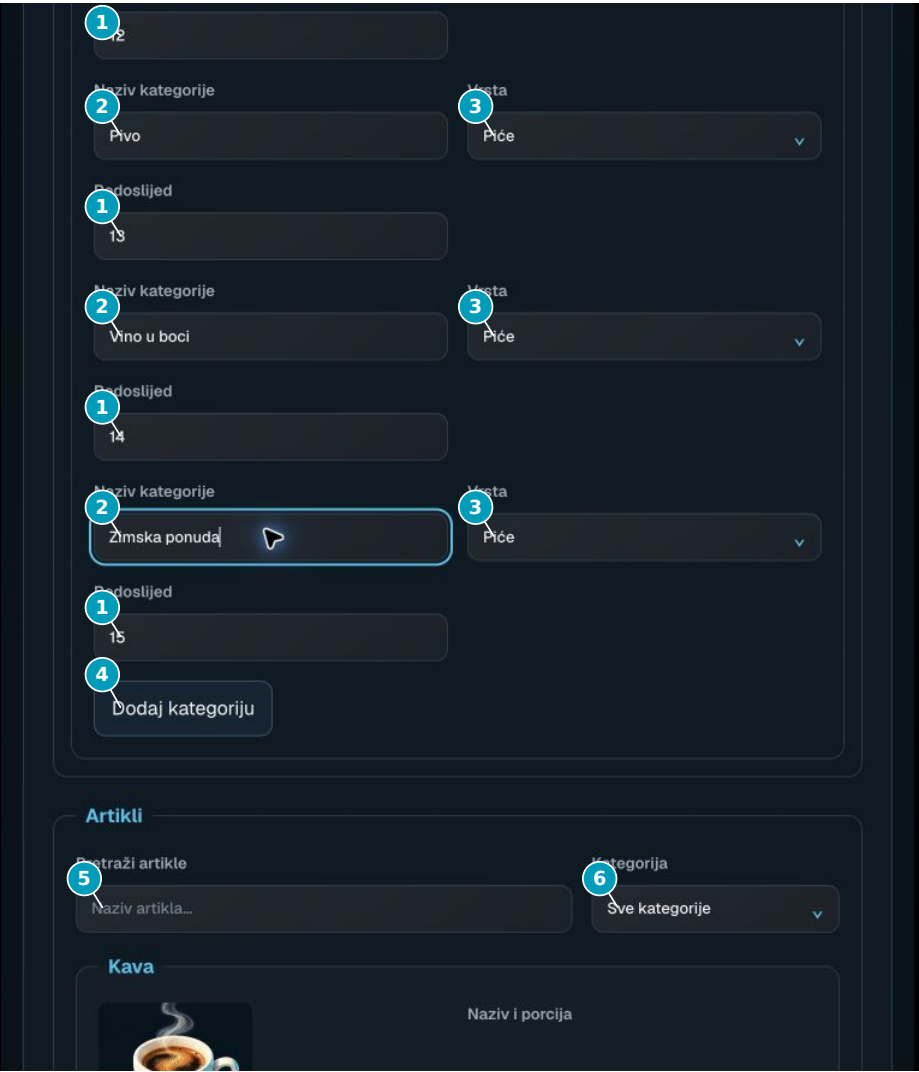


#	Screen 04 / option	What it does	Values and behaviour
1	Main menu / Back	Returns to the portal function selector.	The browser session remains signed in.

#	Screen 04 / option	What it does	Values and behaviour
2	Venue	Selects the venue whose data and settings you are viewing.	The list follows account permissions. Editors may lock it while there are unsaved changes.
3	Import price list from CSV	Expands or collapses the CSV import tool.	Opening this section does not import anything.
4	Categories	Expands product category editing. The heading includes the category count.	Each category has a name, type and position.
5	Category name	Name of the product group shown to guests.	Required, up to 200 characters. Changes remain a draft until saved and published.
6	Category type	Classifies the category by the type of offering.	Drinks / Food / Other.
7	Position	Sets the category position in the offering.	Integer from 0, step 1; lower numbers come first.

05 Categories - position and adding

Actual production portal screenshot; numbered marks and crop added for this guide.

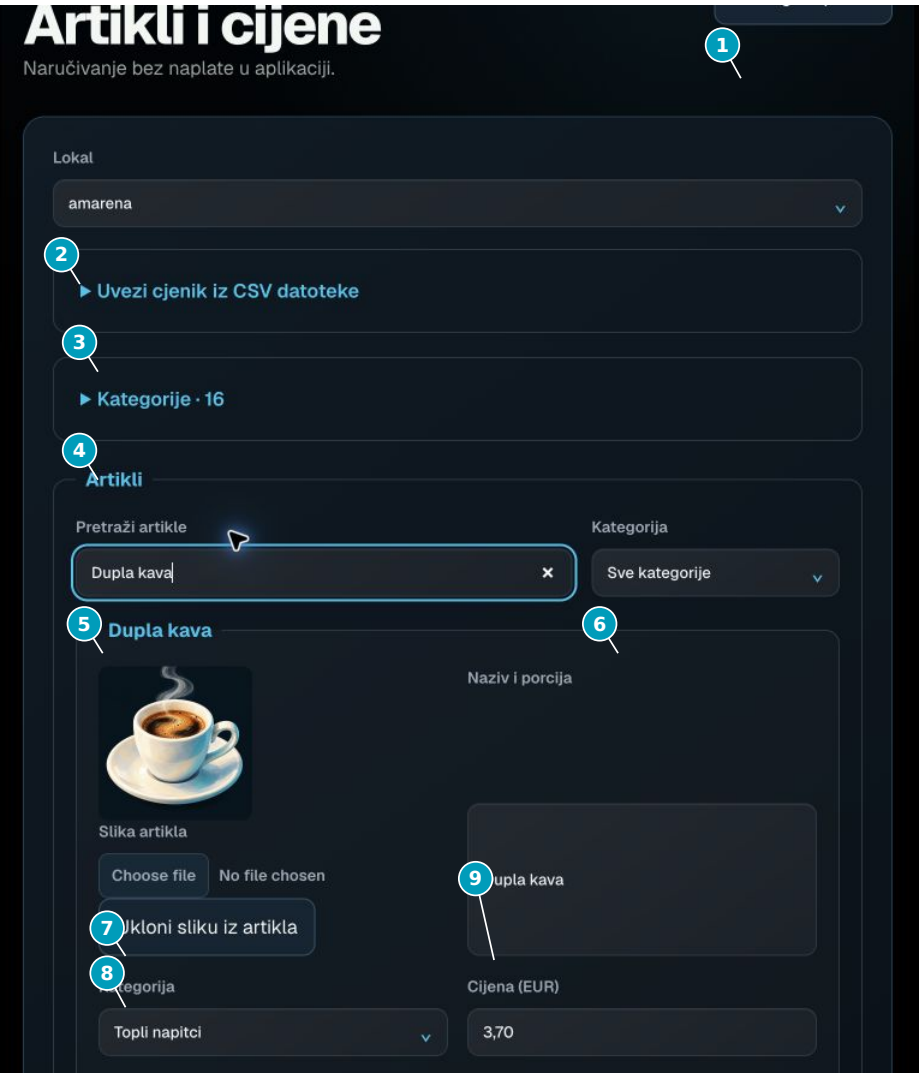


#	Screen 05 / option	What it does	Values and behaviour
1	Position	Sets the category position in the offering.	Integer from 0, step 1; lower numbers come first.

#	Screen 05 / option	What it does	Values and behaviour
2	Category name	Name of the product group shown to guests.	Required, up to 200 characters. Changes remain a draft until saved and published.
3	Category type	Classifies the category by the type of offering.	Drinks / Food / Other.
4	Add category	Adds a blank category row to the local draft.	Enter a name, check type/position, then save and publish the catalogue.
5	Search products	Filters visible products by name.	Text search; clearing it restores the full view. Products are not deleted.
6	Category filter	Limits the product view to a single category.	All categories or an existing category.

06 Product - image and name

Actual production portal screenshot; numbered marks and crop added for this guide.

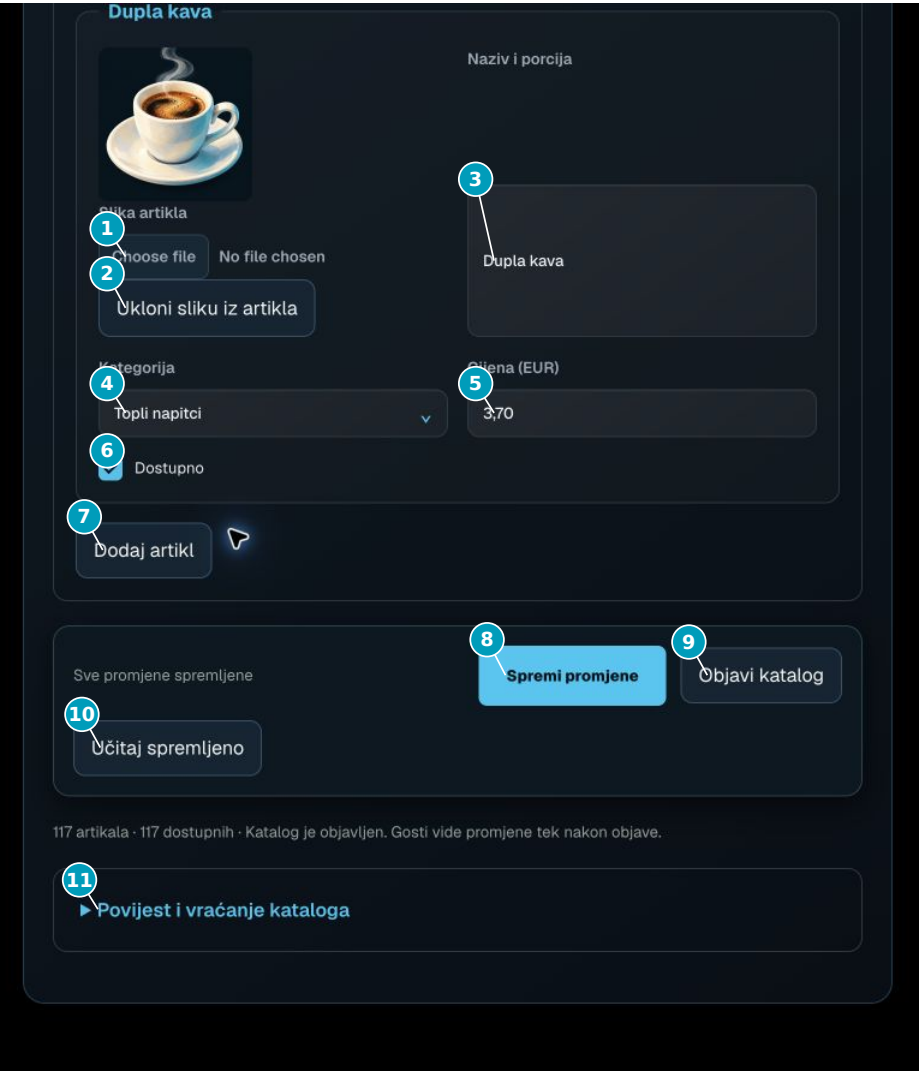


#	Screen 06 / option	What it does	Values and behaviour
1	Main menu / Back	Returns to the portal function selector.	The browser session remains signed in.

#	Screen 06 / option	What it does	Values and behaviour
2	Venue	Selects the venue whose data and settings you are viewing.	The list follows account permissions. Editors may lock it while there are unsaved changes.
3	Import price list from CSV	Expands or collapses the CSV import tool.	Opening this section does not import anything.
4	Categories	Expands product category editing. The heading includes the category count.	Each category has a name, type and position.
5	Search products	Filters visible products by name.	Text search; clearing it restores the full view. Products are not deleted.
6	Category filter	Limits the product view to a single category.	All categories or an existing category.
7	Product image	Selects a product image and links it to the draft product.	JPEG, PNG or WebP, up to 10 MB. Reduced to at most 640 px. Save and publish the catalogue after upload.
8	Remove product image	Removes the image link from this draft product.	The product remains; save and publish to make the change visible to guests.
9	Name and serving	Product name and any size/serving text shown to guests.	Required, up to 200 characters.

07 Product, price and publishing

Actual production portal screenshot; numbered marks and crop added for this guide.

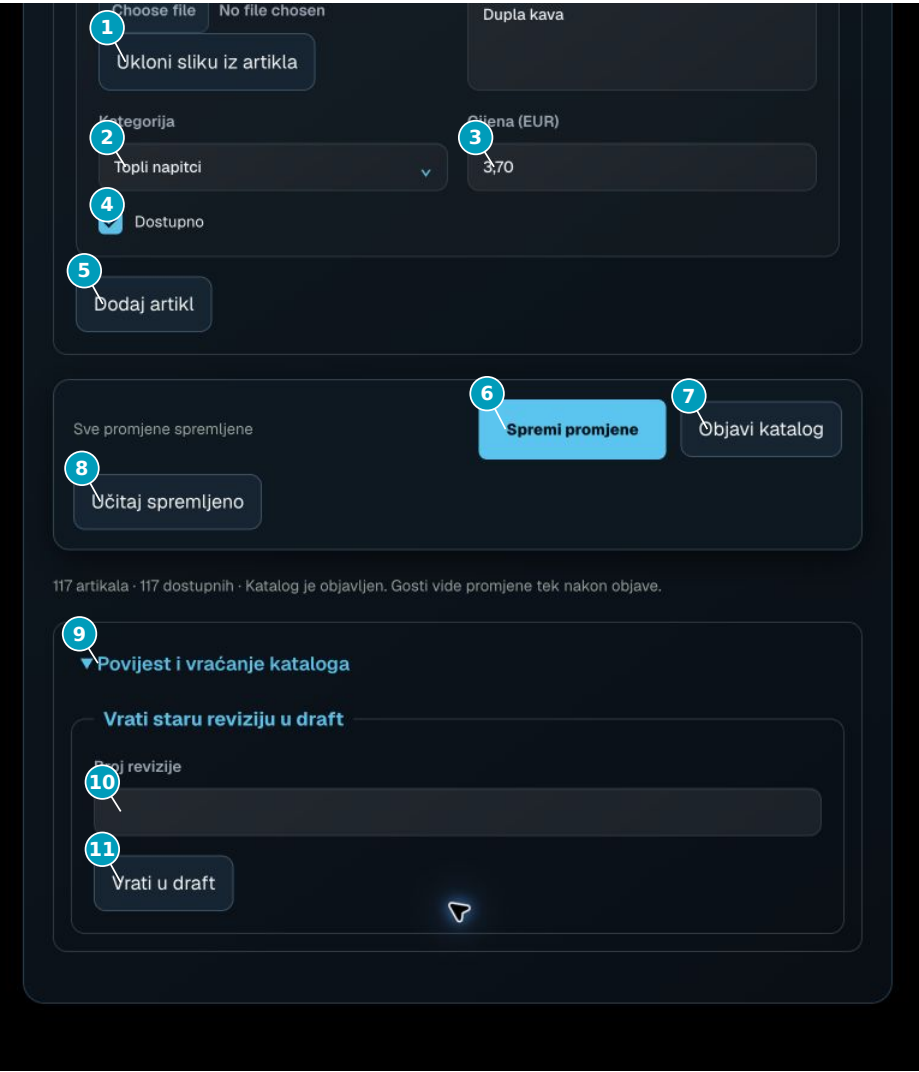


#	Screen 07 / option	What it does	Values and behaviour
1	Product image	Selects a product image and links it to the draft product.	JPEG, PNG or WebP, up to 10 MB. Reduced to at most 640 px. Save and publish the catalogue after upload.

#	Screen 07 / option	What it does	Values and behaviour
2	Remove product image	Removes the image link from this draft product.	The product remains; save and publish to make the change visible to guests.
3	Name and serving	Product name and any size/serving text shown to guests.	Required, up to 200 characters.
4	Product category	Assigns the product to an existing category.	Choose from this catalogue's categories.
5	Price (EUR)	Unit price of the product.	0 to EUR 10,000; up to two decimals, comma or point, e.g. 3.50.
6	Available	Enables or disables product availability for guests.	On / off; save and publish the change.
7	Add product	Adds a new draft product and clears the product filters.	A category must exist first. Initial price is 0.00; check details before publishing.
8	Save changes	Saves the catalogue as a server draft.	Does not change the published offering. Disabled when there are no changes.
9	Publish catalogue	Makes the saved draft visible to guests.	Save changes first. Disabled while local changes are unsaved.
10	Load saved	Reloads the server draft.	If local changes exist, asks before discarding them.
11	Catalogue history and restore	Opens restoration of a previously published revision into the draft.	Available after the catalogue has been published.

08 Catalogue history and restore

Actual production portal screenshot; numbered marks and crop added for this guide.

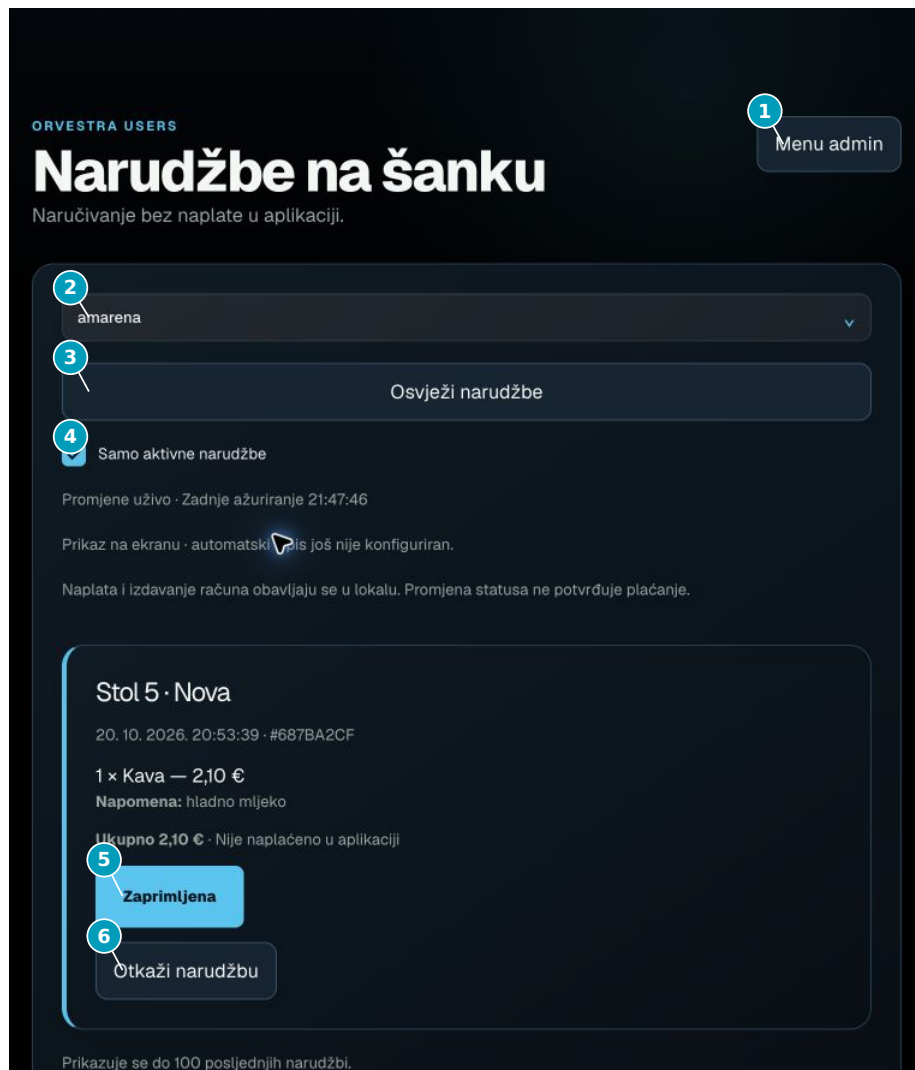


#	Screen 08 / option	What it does	Values and behaviour
1	Remove product image	Removes the image link from this draft product.	The product remains; save and publish to make the change visible to guests.

#	Screen 08 / option	What it does	Values and behaviour
2	Product category	Assigns the product to an existing category.	Choose from this catalogue's categories.
3	Price (EUR)	Unit price of the product.	0 to EUR 10,000; up to two decimals, comma or point, e.g. 3.50.
4	Available	Enables or disables product availability for guests.	On / off; save and publish the change.
5	Add product	Adds a new draft product and clears the product filters.	A category must exist first. Initial price is 0.00; check details before publishing.
6	Save changes	Saves the catalogue as a server draft.	Does not change the published offering. Disabled when there are no changes.
7	Publish catalogue	Makes the saved draft visible to guests.	Save changes first. Disabled while local changes are unsaved.
8	Load saved	Reloads the server draft.	If local changes exist, asks before discarding them.
9	Catalogue history and restore	Opens restoration of a previously published revision into the draft.	Available after the catalogue has been published.
10	Revision number	Number of the previous revision to load into the draft.	Integer from 1 to the latest published revision.
11	Restore to draft	Restores the chosen old revision into the draft.	Does not publish automatically. Review before publishing.

09 Orders - bar workflow

Actual production portal screenshot; numbered marks and crop added for this guide.

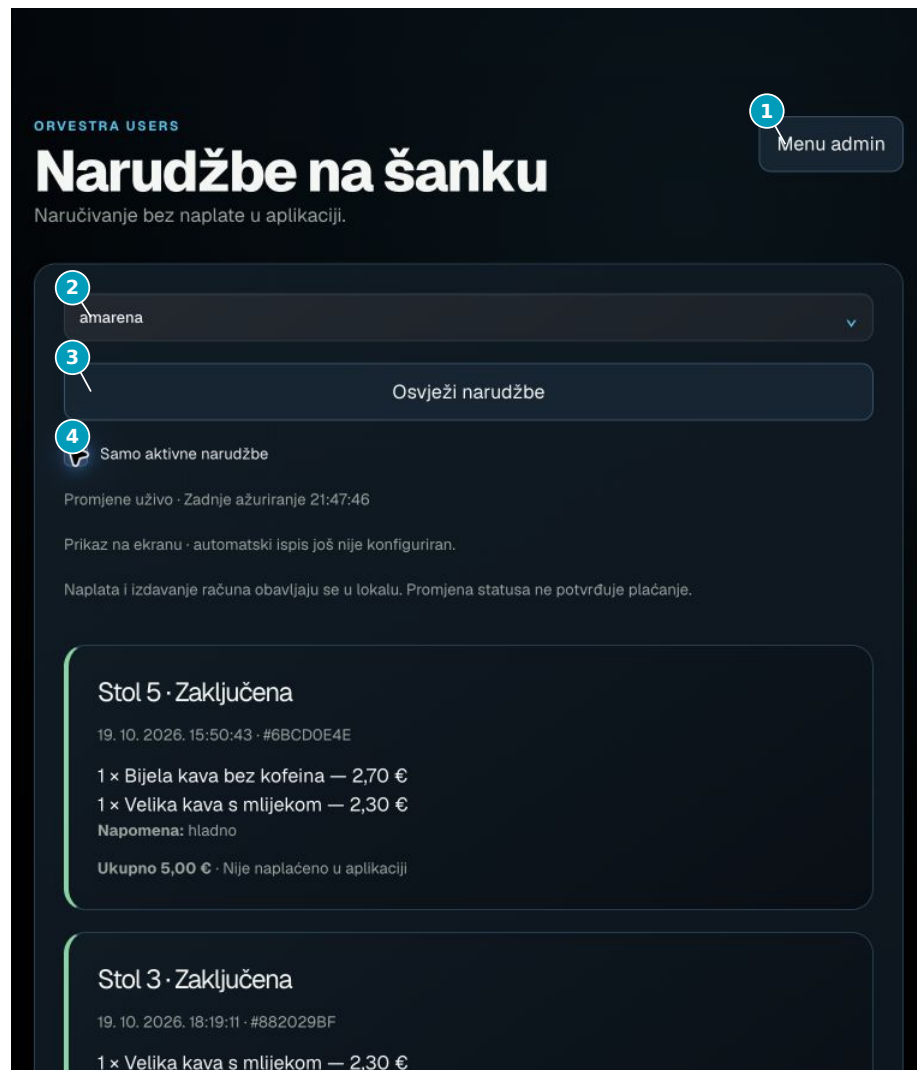


New order: Received -> In preparation. When leaving for the table: In delivery. After delivery: Delivered -> Closed on the bar board, Delivered for the guest. Later buttons depend on the current status; this screenshot shows a real new order without changing its state for documentation.

#	Screen 09 / option	What it does	Values and behaviour
1	Menu admin	Opens products, categories, images, prices and availability.	Availability depends on account permissions.
2	Venue	Selects the venue whose data and settings you are viewing.	The list follows account permissions. Editors may lock it while there are unsaved changes.
3	Refresh orders	Manually reloads the selected venue's orders.	Changes normally arrive live; also useful for retrying after an error.
4	Active orders only	Hides closed and cancelled orders.	On: active orders. Off: also show history. Up to the latest 100 orders.
5	Received	The waiter acknowledges a new order.	New becomes In preparation; the guest receives the status update. Does not confirm payment.
6	Cancel order	Cancels an active order after confirmation.	Final status Cancelled. Does not perform a refund.

10 Orders - history

Actual production portal screenshot; numbered marks and crop added for this guide.



Closed and cancelled orders have no next-step button. Updates arrive through the live-change connection. Connection status and the last-update time help identify whether the view is current.

#	Screen 10 / option	What it does	Values and behaviour
1	Menu admin	Opens products, categories, images, prices and availability.	Availability depends on account permissions.
2	Venue	Selects the venue whose data and settings you are viewing.	The list follows account permissions. Editors may lock it while there are unsaved changes.
3	Refresh orders	Manually reloads the selected venue's orders.	Changes normally arrive live; also useful for retrying after an error.
4	Active orders only	Hides closed and cancelled orders.	On: active orders. Off: also show history. Up to the latest 100 orders.

11 Remote control - venues

Actual production portal screenshot; numbered marks and crop added for this guide.



#	Screen 11 / option	What it does	Values and behaviour
1	HR / ENG	Selects the page language.	Croatian or English; content names keep their entered wording.

#	Screen 11 / option	What it does	Values and behaviour
2	Main menu / Back	Returns to the portal function selector.	The browser session remains signed in.
3	Sign out	Signs this browser out of the account.	Sign in again to regain access.
4	Venue	Selects the venue whose data and settings you are viewing.	The list follows account permissions. Editors may lock it while there are unsaved changes.

12 Remote - pairings and recovery

Actual production portal screenshot; numbered marks and crop added for this guide.

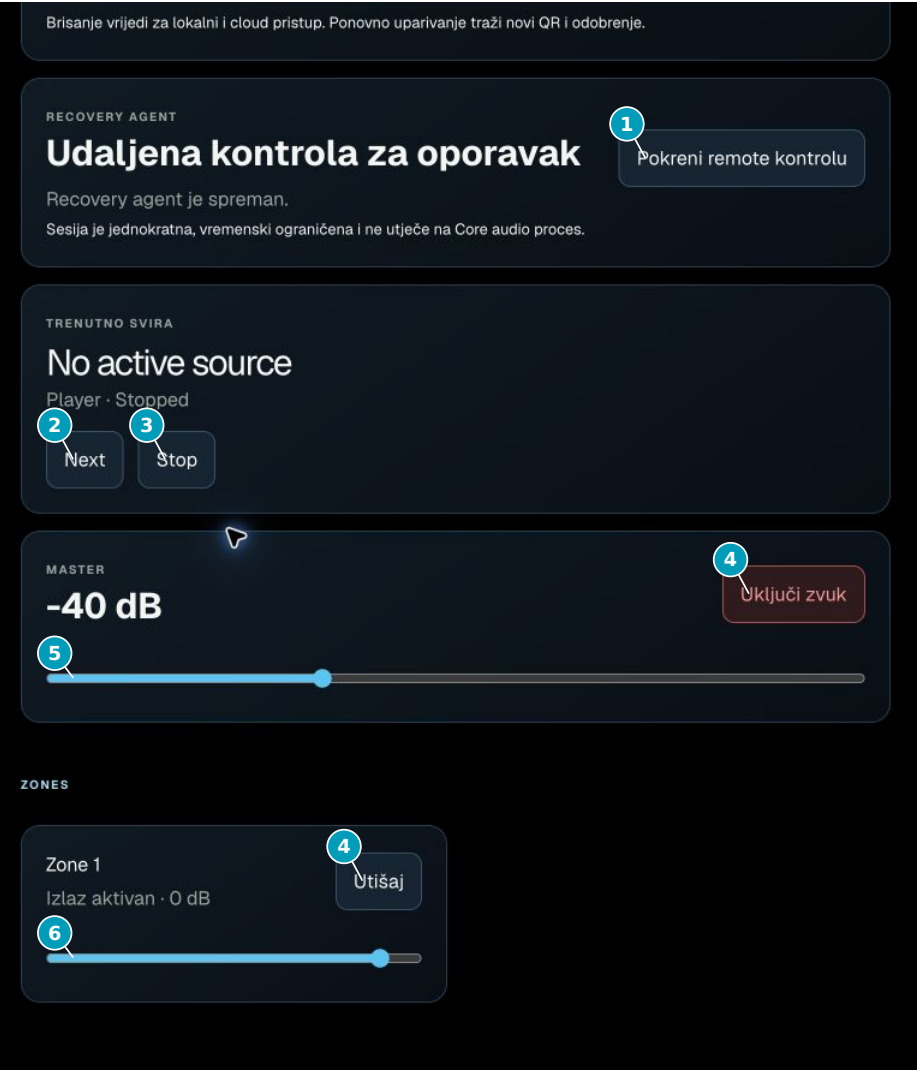


#	Screen 12 / option	What it does	Values and behaviour
1	Refresh devices	Reloads the selected venue's device list.	Shows device name/platform and status or role.

#	Screen 12 / option	What it does	Values and behaviour
2	Delete venue pairings	Deletes remote pairings for the selected venue.	Affects local and cloud access. Pairing again requires a new QR and approval.
3	Delete pairing	Deletes the specified device's remote pairing.	Does not change music playlists or the catalogue.
4	Start remote recovery	Requests a time-limited recovery session on the selected computer.	After success, Open VNC console and Stop session appear. Separate from the Core audio process.
5	Next	Sends the next-track command to the Core.	Immediately affects the active Player.
6	Stop	Stops the Player on the selected Core.	Immediately changes playback.

13 Remote - playback and volume

Actual production portal screenshot; numbered marks and crop added for this guide.

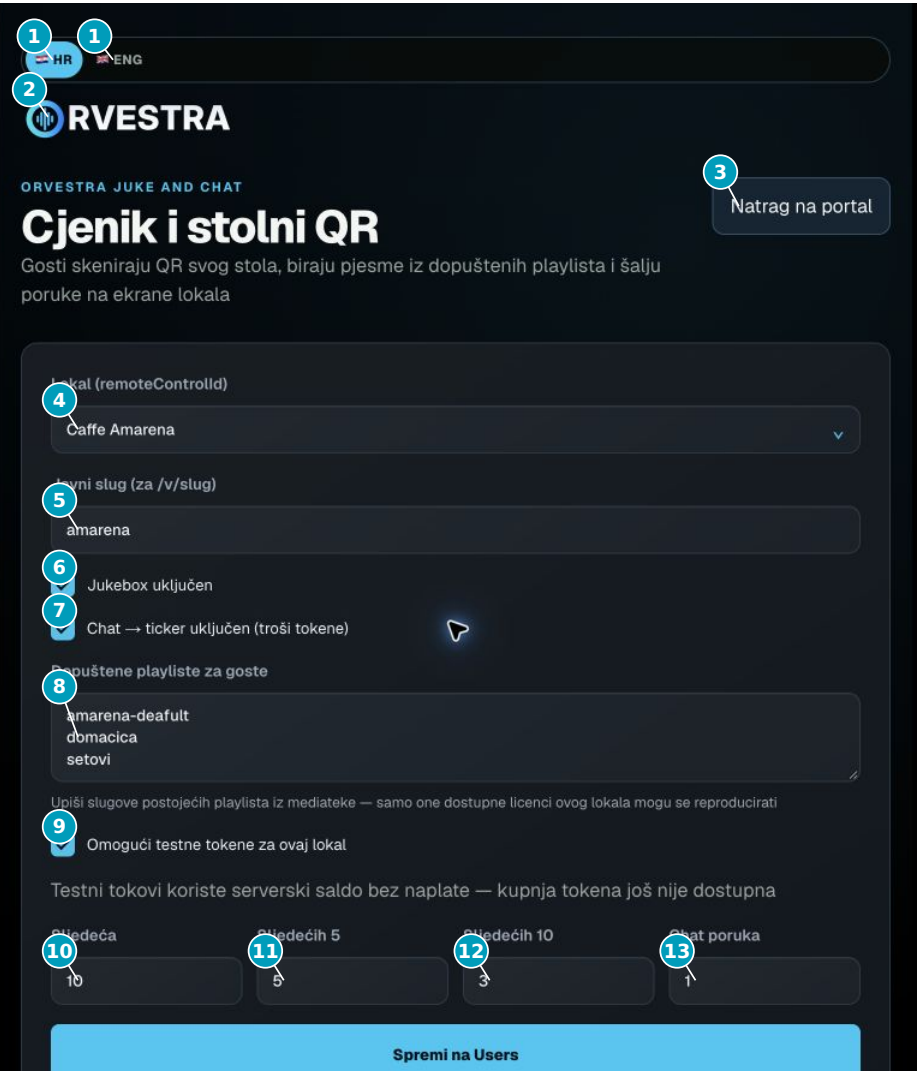


#	Screen 13 / option	What it does	Values and behaviour
1	Start remote recovery	Requests a time-limited recovery session on the selected computer.	After success, Open VNC console and Stop session appear. Separate from the Core audio process.

#	Screen 13 / option	What it does	Values and behaviour
2	Next	Sends the next-track command to the Core.	Immediately affects the active Player.
3	Stop	Stops the Player on the selected Core.	Immediately changes playback.
4	Mute / Unmute	Toggles mute for the master or the corresponding zone.	Mute silences it; Unmute restores it. Applies to the card containing the button.
5	Master volume	Overall volume of the selected Core.	-60 to 0 dB, 1 dB steps; the command is sent when the drag ends.
6	Zone volume	Volume of the output shown on the zone card.	-60 to +6 dB, 1 dB steps; uses the zone name received from the Core.

14 Juke and chat - settings

Actual production portal screenshot; numbered marks and crop added for this guide.



#	Screen 14 / option	What it does	Values and behaviour
1	HR / ENG	Selects the page language.	Croatian or English; content names keep their entered wording.

#	Screen 14 / option	What it does	Values and behaviour
2	ORVESTRA	Opens the public ORVESTRA website.	Link outside the Users portal.
3	Main menu / Back	Returns to the portal function selector.	The browser session remains signed in.
4	Venue	Selects the venue whose data and settings you are viewing.	The list follows account permissions. Editors may lock it while there are unsaved changes.
5	Public slug	Readable venue identifier in the guest /v/slug link.	Example: amarena. Save the change to Users.
6	Jukebox enabled	Allows guest song requests at this venue.	On / off.
7	Chat to ticker enabled	Allows guest messages on the venue ticker.	On / off; uses the configured token price per chat message.
8	Guest playlist allow-list	Controls which playlists guests may request songs from.	Enter existing playlist slugs. They must be available to the venue licence.
9	Enable test tokens	Enables the server balance for testing guest actions at the venue.	Separate from token purchases or order payments.
10	Next	Token cost of a next-song request.	Token amount; the displayed value is the venue configuration.
11	Next 5	Token cost of requesting placement within the next five tracks.	Token amount; the displayed value is the venue configuration.
12	Next 10	Token cost of requesting placement within the next ten tracks.	Token amount; the displayed value is the venue configuration.
13	Chat message	Token cost of a ticker message.	Token amount; the displayed value is the venue configuration.

15 Juke and chat - prices and saving

Actual production portal screenshot; numbered marks and crop added for this guide.

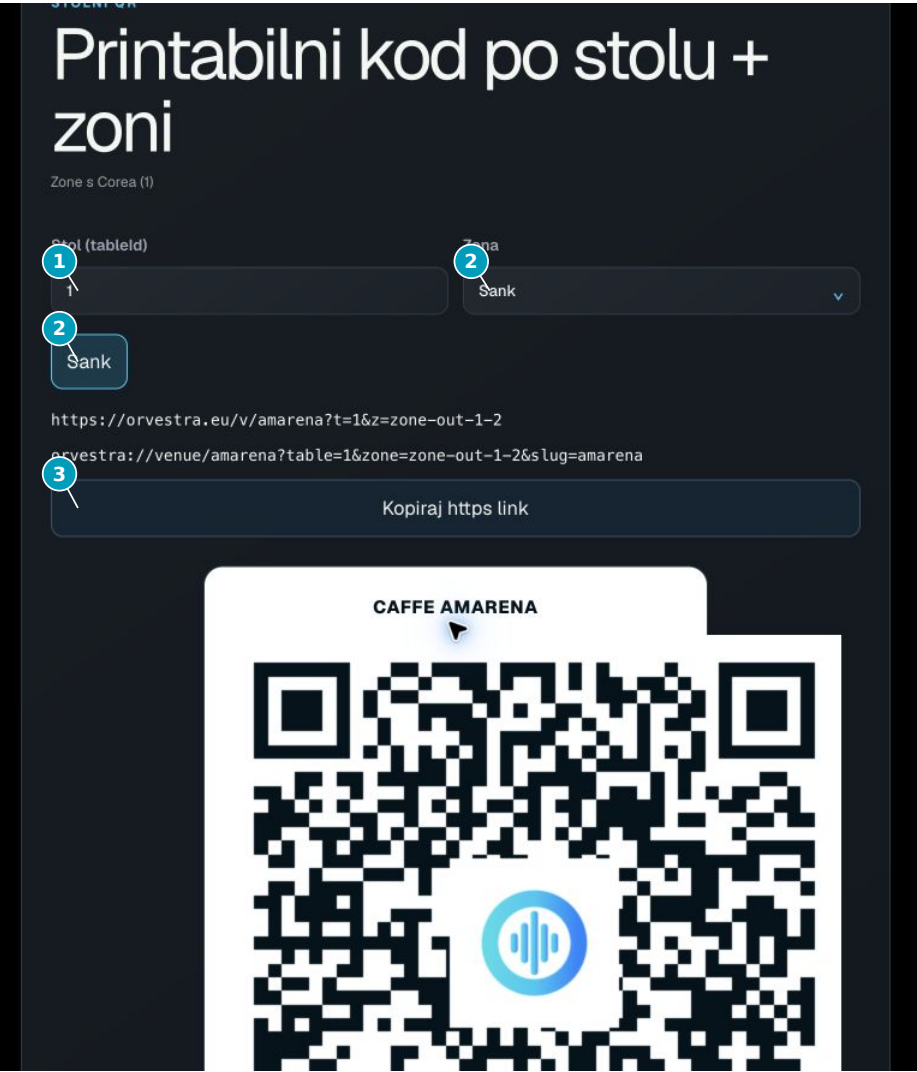


#	Screen 15 / option	What it does	Values and behaviour
1	Chat to ticker enabled	Allows guest messages on the venue ticker.	On / off; uses the configured token price per chat message.

#	Screen 15 / option	What it does	Values and behaviour
2	Guest playlist allow-list	Controls which playlists guests may request songs from.	Enter existing playlist slugs. They must be available to the venue licence.
3	Enable test tokens	Enables the server balance for testing guest actions at the venue.	Separate from token purchases or order payments.
4	Next	Token cost of a next-song request.	Token amount; the displayed value is the venue configuration.
5	Next 5	Token cost of requesting placement within the next five tracks.	Token amount; the displayed value is the venue configuration.
6	Next 10	Token cost of requesting placement within the next ten tracks.	Token amount; the displayed value is the venue configuration.
7	Chat message	Token cost of a ticker message.	Token amount; the displayed value is the venue configuration.
8	Save to Users	Saves the slug, enabled features, playlist allow-list and action prices.	Check the selected venue before saving.
9	Table (tableId)	Table number or identifier to embed in the QR code.	Example: 1. Changing it updates the link and QR layout.
10	Zone	Selects a zone reported by the selected venue's Core.	Shows a friendly name, e.g. Sank. If none are available, check Core connectivity.

16 Table QR - table and zone

Actual production portal screenshot; numbered marks and crop added for this guide.

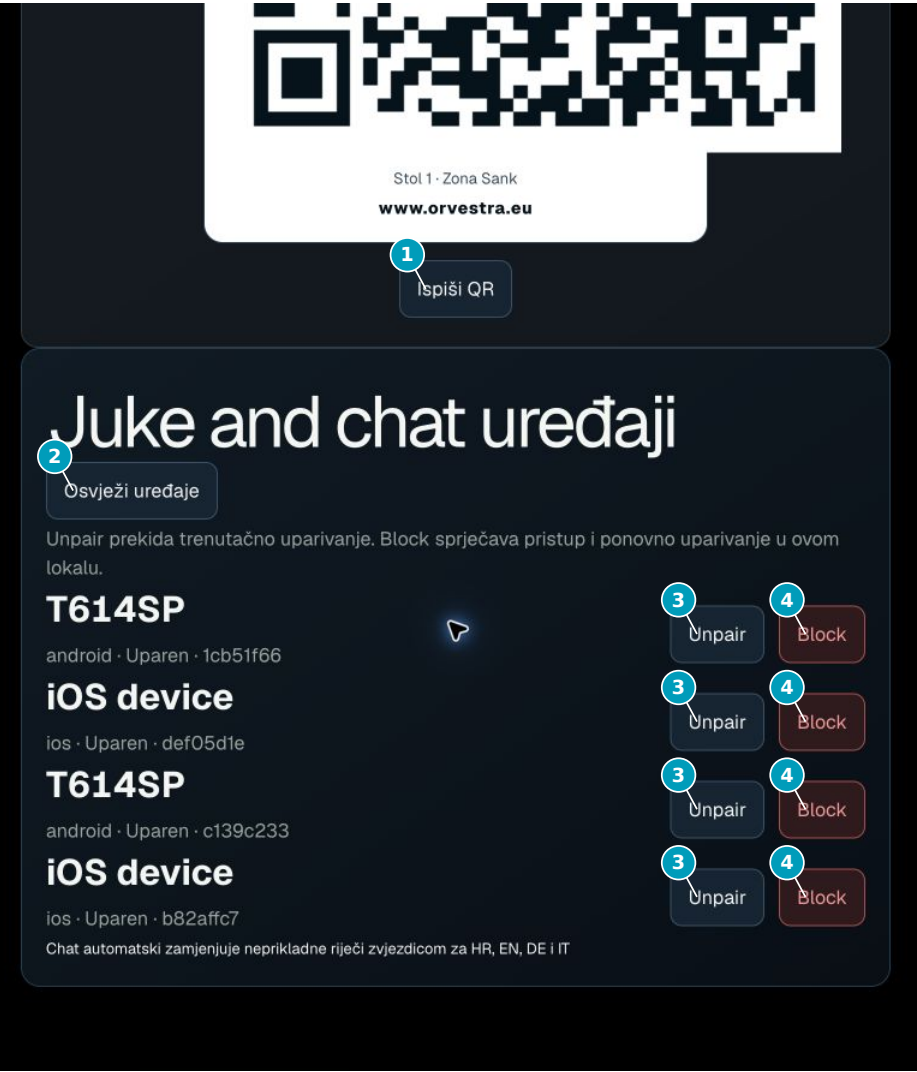


#	Screen 16 / option	What it does	Values and behaviour
1	Table (tableId)	Table number or identifier to embed in the QR code.	Example: 1. Changing it updates the link and QR layout.

#	Screen 16 / option	What it does	Values and behaviour
2	Zone	Selects a zone reported by the selected venue's Core.	Shows a friendly name, e.g. Sank. If none are available, check Core connectivity.
3	Copy HTTPS link	Copies the public link containing venue, table and zone.	This is the link embedded in the QR code.

17 QR printing and guest devices

Actual production portal screenshot; numbered marks and crop added for this guide.

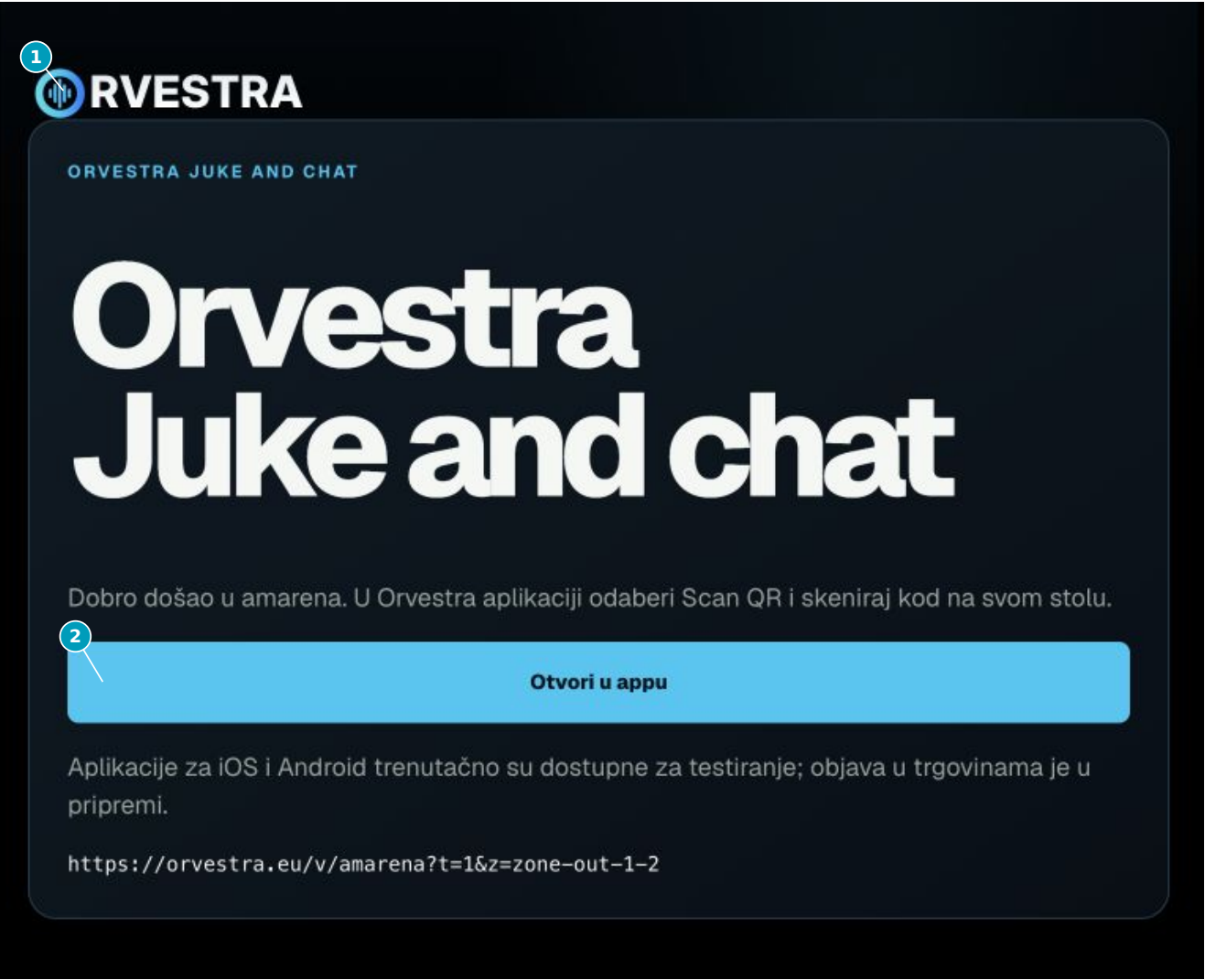


#	Screen 17 / option	What it does	Values and behaviour
1	Print QR	Opens printing of the prepared table QR code.	Check venue name, table number and zone before printing.

#	Screen 17 / option	What it does	Values and behaviour
2	Refresh devices	Reloads the selected venue's device list.	Shows device name/platform and status or role.
3	Unpair	Ends the device's current guest pairing.	It can pair again unless blocked.
4	Block	Blocks a guest device at this venue.	Prevents access and pairing again at the venue.

18 Guest web link

Actual production portal screenshot; numbered marks and crop added for this guide.

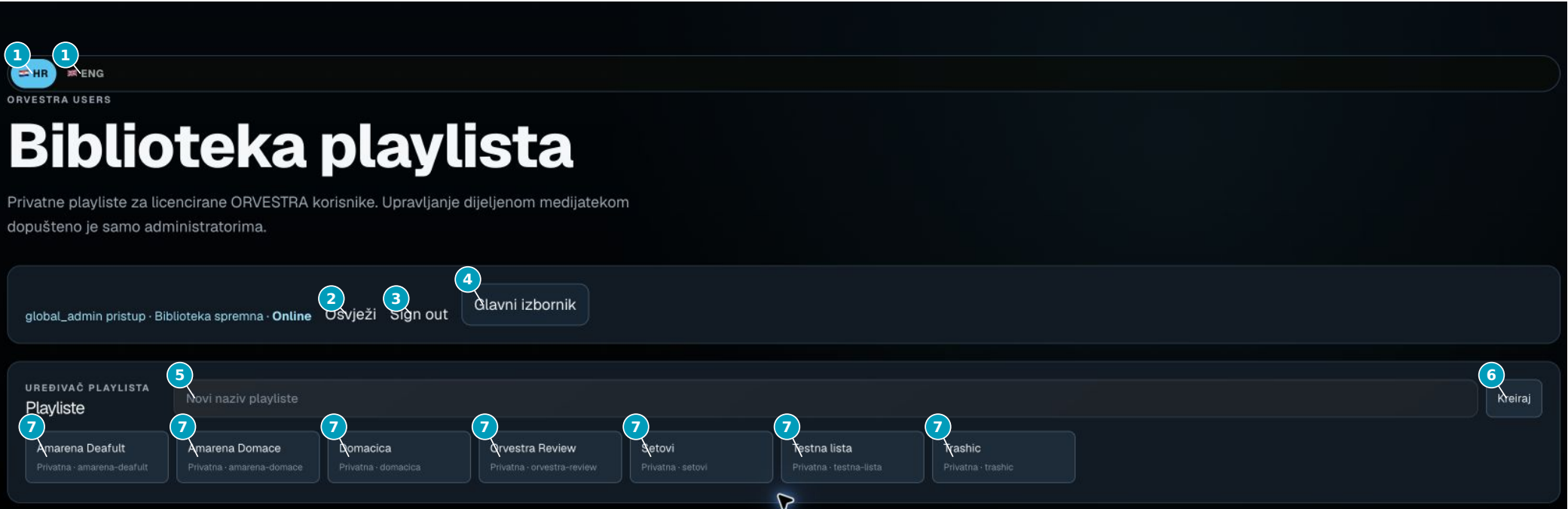


#	Screen 18 / option	What it does	Values and behaviour
1	ORVESTRA	Opens the public ORVESTRA website.	Link outside the Users portal.

#	Screen 18 / option	What it does	Values and behaviour
2	Open in app	Opens ORVESTRA with the venue, table and zone from the link.	Requires the installed app. This web page is an entry link, not the mobile offering screen.

19 Music - playlist library

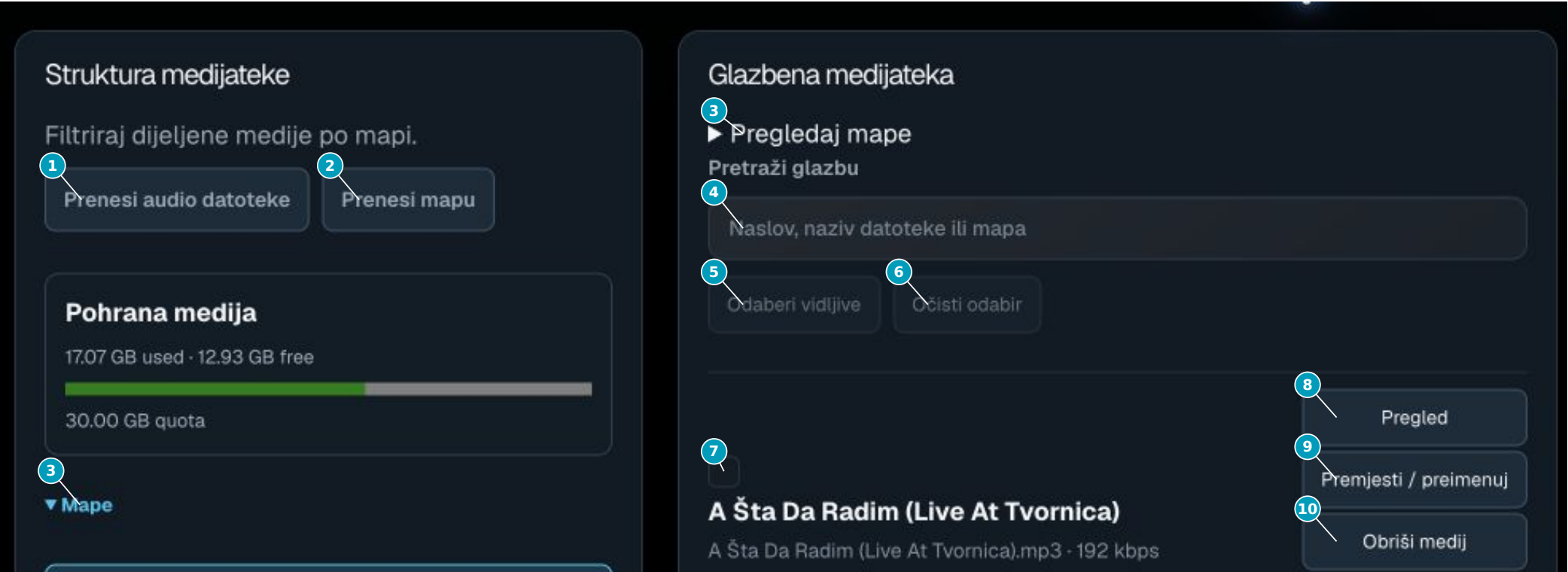
Actual production portal screenshot; numbered marks and crop added for this guide.



#	Screen 19 / option	What it does	Values and behaviour
1	HR / ENG	Selects the page language.	Croatian or English; content names keep their entered wording.
2	Refresh	Reloads libraries and available data.	Does not save an unsaved playlist order.
3	Sign out	Signs this browser out of the account.	Sign in again to regain access.
4	Main menu / Back	Returns to the portal function selector.	The browser session remains signed in.
5	New playlist name	Name of the music playlist to create.	Text name; use Create to create it.
6	Create	Creates a new music playlist with the entered name.	This is a server operation.
7	Select music playlist	Loads an existing playlist into the editor.	Shows its name and slug. The slug also identifies it in guest permissions.

20 Music - upload and library

Actual production portal screenshot; numbered marks and crop added for this guide.

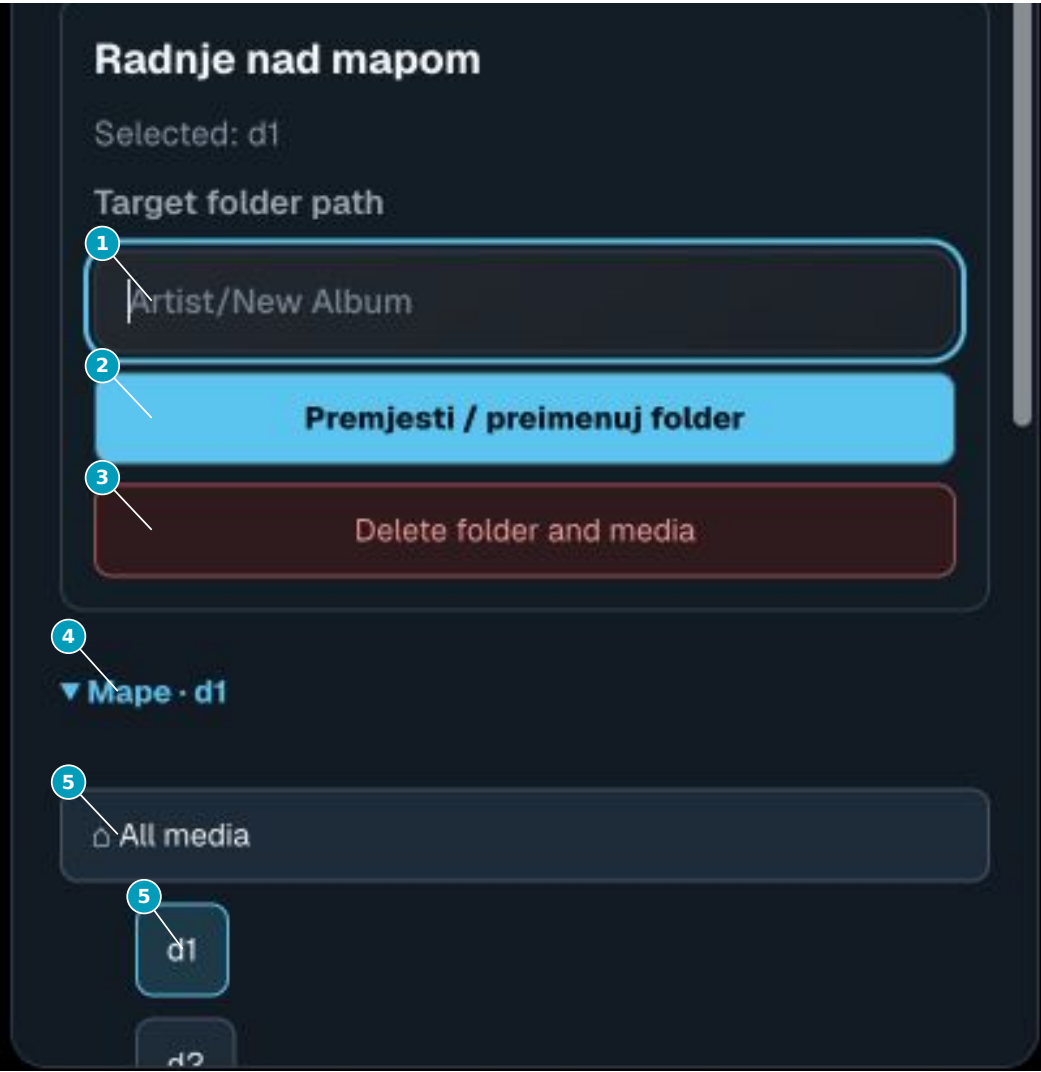


#	Screen 20 / option	What it does	Values and behaviour
1	Upload audio files	Uploads selected audio files to the library.	Multiple files; audio formats include MP3, M4A, OGG, AAC, WAV and FLAC. Uses storage quota.
2	Upload folder	Uploads audio files from the selected folder.	Check contents and free storage quota before uploading.
3	Folders / Browse folders	Expands or collapses library folder browsing.	Navigation only; expanding does not move files.
4	Search music	Searches media by title, filename or folder.	Text filter; does not change the library.
5	Select visible	Selects available tracks in the current filtered view.	Choose a playlist first to work with its content.
6	Clear selection	Clears locally selected items.	Does not delete media or saved assignments.

#	Screen 20 / option	What it does	Values and behaviour
7	Select track	Marks a track for adding to the selected playlist.	Already-added tracks, or a view without a selected playlist, may be disabled.
8	Preview / Listen	Opens a browser audio preview of a track.	Audio controls are local; this is not a Core Player command.
9	Move / rename	Opens filename and folder path editing.	The button itself does not save; confirm in the opened editor.
10	Delete media	Starts deletion of the selected server media asset.	Affects the library, not just the current playlist.

21 Music - folder actions

Actual production portal screenshot; numbered marks and crop added for this guide.



#	Screen 21 / option	What it does	Values and behaviour
1	Target folder path	Destination path for moving or renaming the selected folder.	Example Artist/New Album. Editing the field alone does not move files.

#	Screen 21 / option	What it does	Values and behaviour
2	Move / rename folder	Saves a new path for the selected folder and its media.	Server operation; check the destination and selected folder.
3	Delete folder and media	Starts deletion of the selected folder and its media.	Affects the whole folder and files, not just one playlist.
4	Folders / Browse folders	Expands or collapses library folder browsing.	Navigation only; expanding does not move files.
5	Select folder	Filters the music library by folder.	All media shows everything. The arrow beside a folder expands subfolders.

22 Music - media filename and path

Actual production portal screenshot; numbered marks and crop added for this guide.

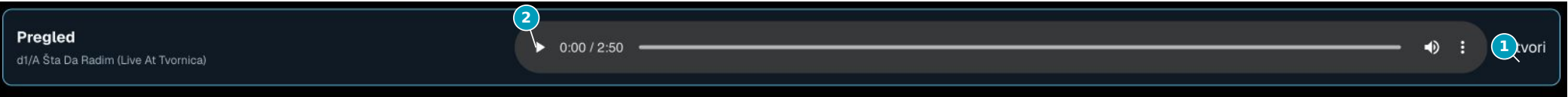


#	Screen 22 / option	What it does	Values and behaviour
1	File name	Name of the selected music file.	Applied only after Save location.

#	Screen 22 / option	What it does	Values and behaviour
2	Folder path	Library folder for the selected music file.	Example Artist/Album; save the change separately.
3	Save location	Saves the filename and folder path of the selected music asset.	Changes the server media library.

23 Music - audio preview

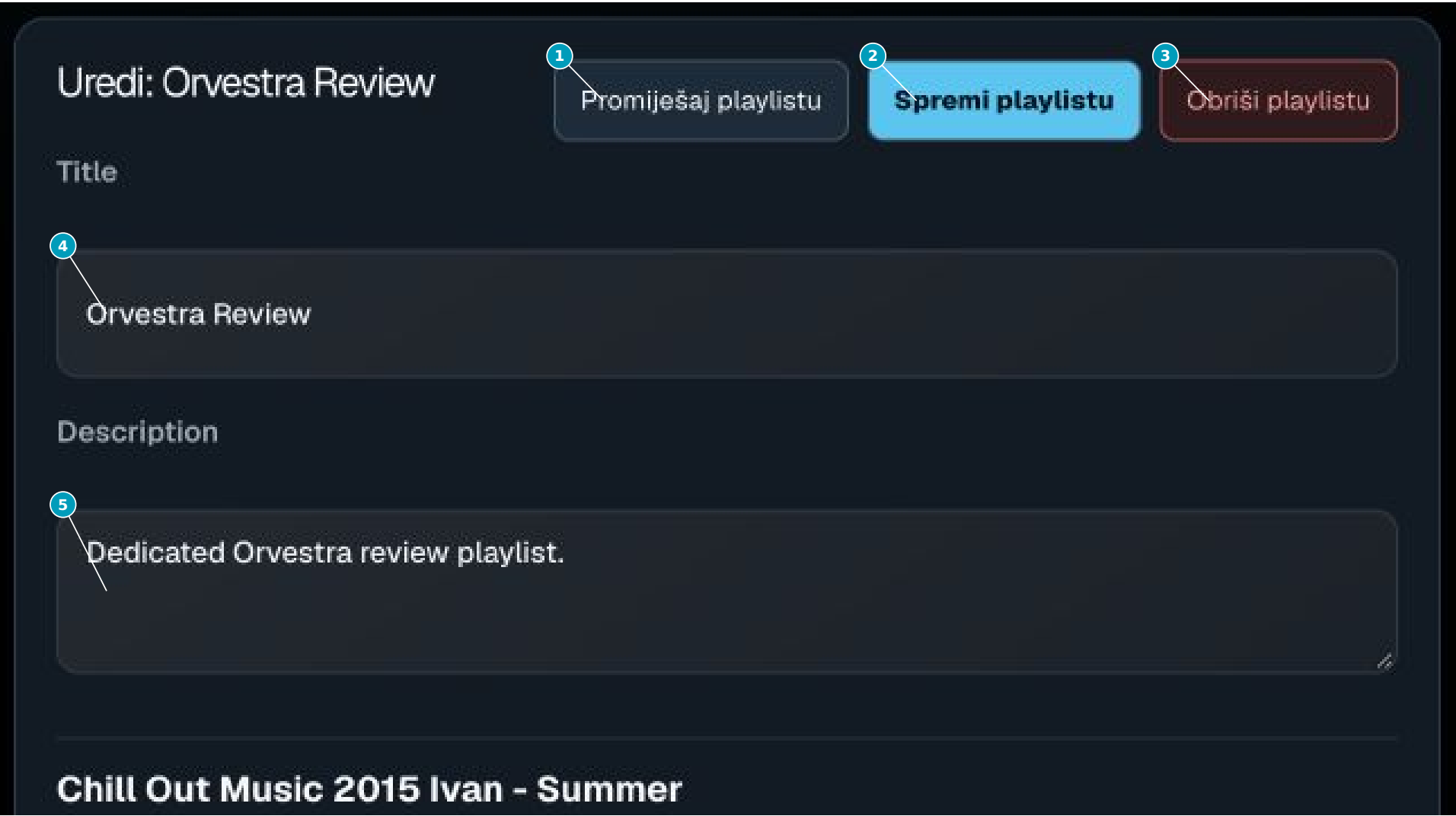
Actual production portal screenshot; numbered marks and crop added for this guide.



#	Screen 23 / option	What it does	Values and behaviour
1	Close	Closes the local audio preview and releases the loaded file.	Does not delete the library track.
2	Audio preview controls	Local browser player: play/pause, seek and adjust audio.	The timeline follows track duration. This is not the Core Player.

24 Music - playlist editor

Actual production portal screenshot; numbered marks and crop added for this guide.

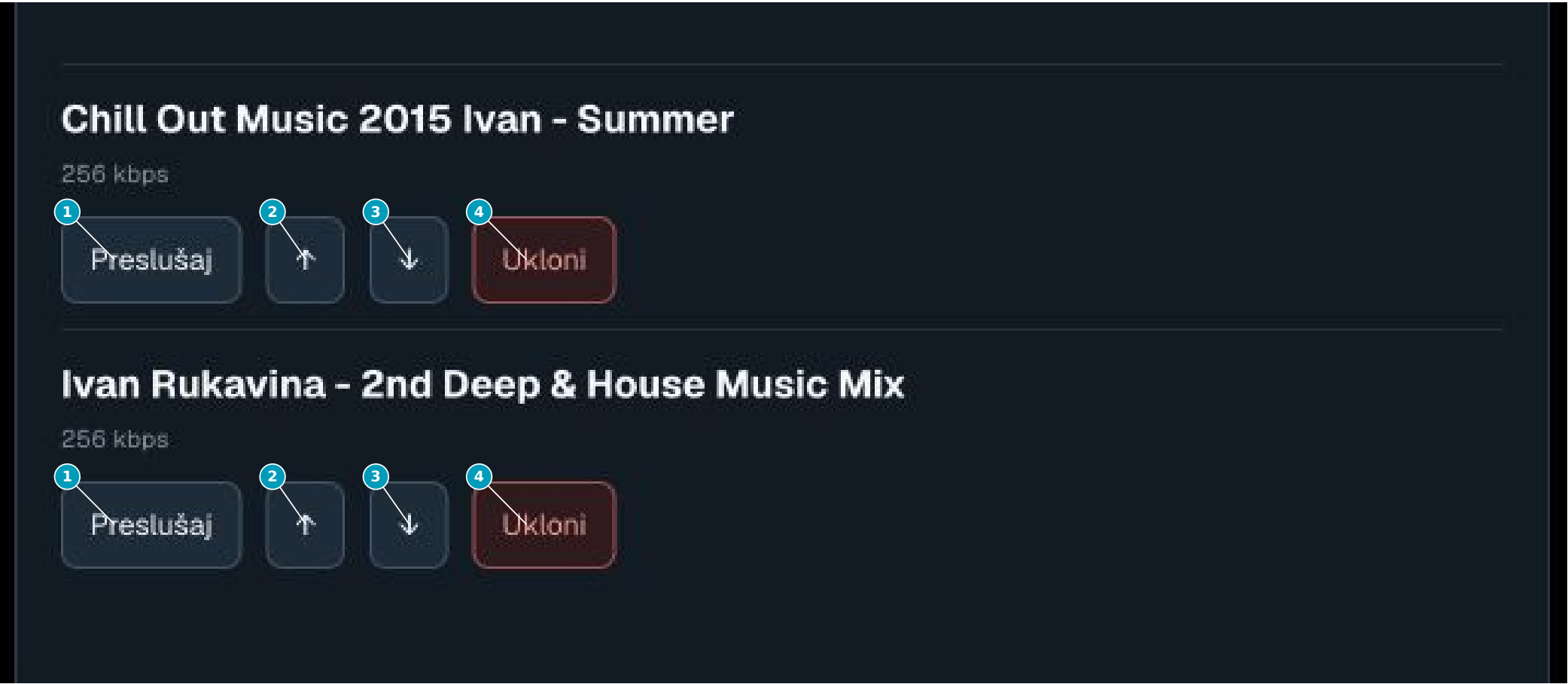


#	Screen 24 / option	What it does	Values and behaviour
1	Shuffle playlist	Randomises the track order in the editor.	Save the playlist to keep the order permanently.

#	Screen 24 / option	What it does	Values and behaviour
2	Save playlist	Saves the name, description and current track order.	Server change to the selected playlist.
3	Delete playlist	Starts deletion of the selected music playlist.	Different from removing one track from the editor.
4	Title	Name of the selected music playlist.	Text; save the playlist after editing.
5	Description	Additional playlist description.	Does not determine track or advertising order.

25 Music - track order

Actual production portal screenshot; numbered marks and crop added for this guide.

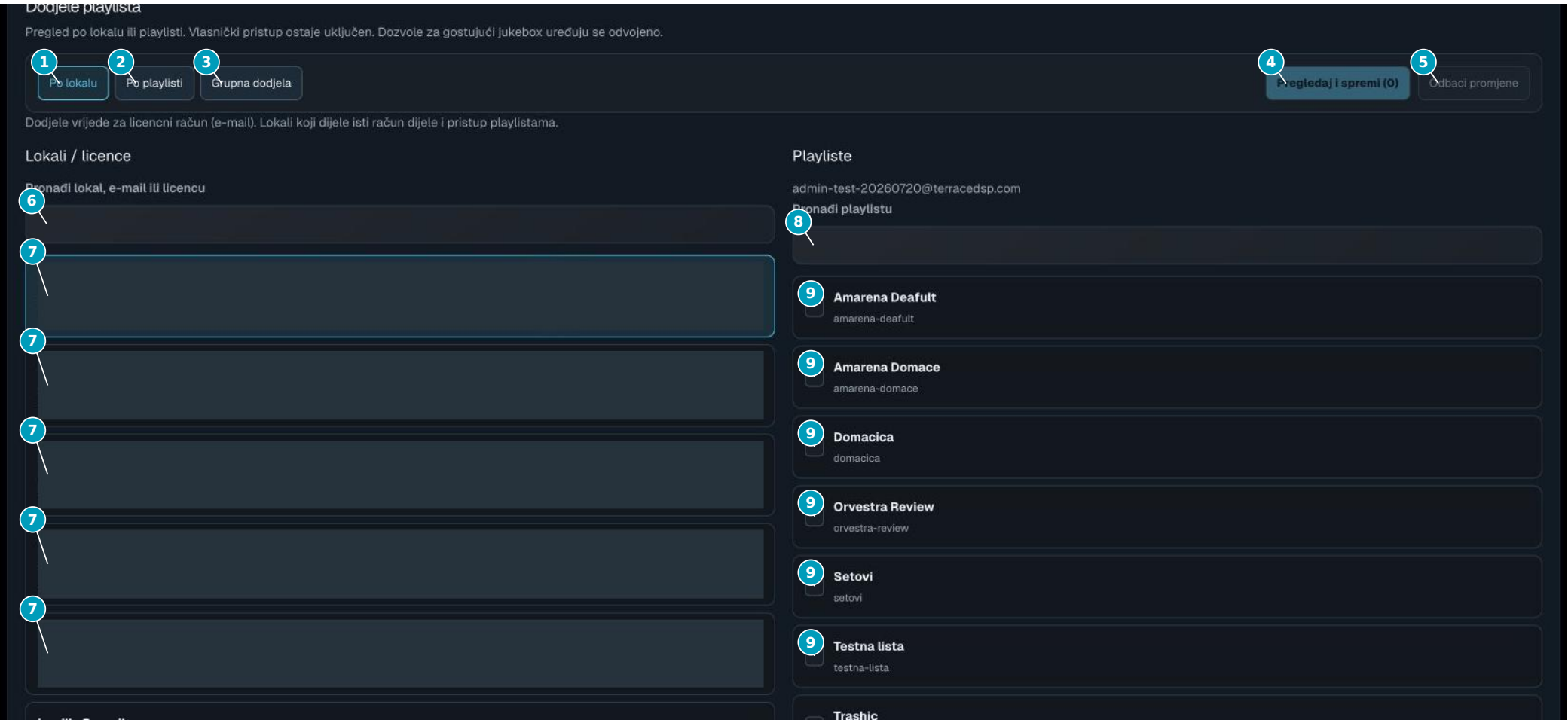


#	Screen 25 / option	What it does	Values and behaviour
1	Preview / Listen	Opens a browser audio preview of a track.	Audio controls are local; this is not a Core Player command.
2	Move up	Moves the corresponding track or advert one place earlier.	Local editor; save the playlist. May be disabled for the first item.
3	Move down	Moves the corresponding track or advert one place later.	Local editor; save the playlist. May be disabled for the last item.

#	Screen 25 / option	What it does	Values and behaviour
4	Remove from playlist	Removes an item from the local playlist content.	The file remains in the library. Save the playlist to keep the change.

26 Assignments - view selection

Actual production portal screenshot; numbered marks and crop added for this guide.

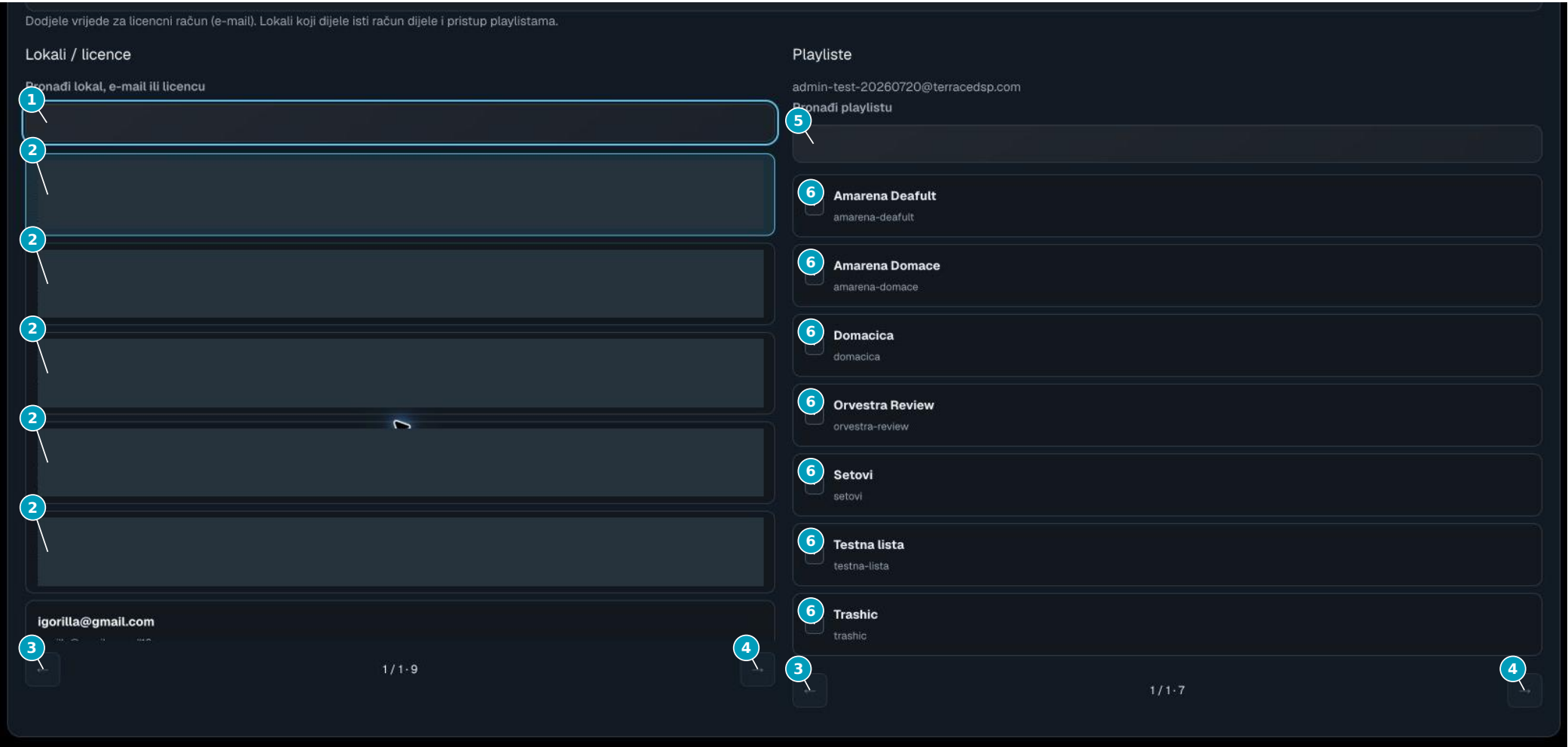


#	Screen 26 / option	What it does	Values and behaviour
1	By venue	Shows accounts/venues and their available playlists.	Assignments apply to the licence email; venues on the same account share access.
2	By playlist	Shows a playlist and the accounts allowed to access it.	Owner access remains enabled. Guest jukebox rules are separate.

#	Screen 26 / option	What it does	Values and behaviour
3	Bulk assignment	Opens multi-account and multi-playlist selection for a shared action.	Select accounts and playlists, Add or Remove, then review and save changes.
4	Review and save	Opens the staged assignment changes for review. The number is the change count.	Disabled without changes; check the summary before final saving.
5	Discard changes	Discards unsaved assignment changes.	Saved access remains as it was before editing.
6	Find venue, email or licence	Filters accounts/venues in the assignment view.	Search name, email or licence; does not change access.
7	Account / venue	In By venue, loads account access; in bulk mode, selects an account.	The owner is identified and its access is not removed by this assignment.
8	Find playlist	Filters the playlist assignment list.	Text search by name or slug.
9	Playlist assignment item	Selects a playlist or stages its access checkbox.	Meaning follows By venue / By playlist / Bulk mode. Saving is separate.

27 Assignments - accounts and playlists

Actual production portal screenshot; numbered marks and crop added for this guide.

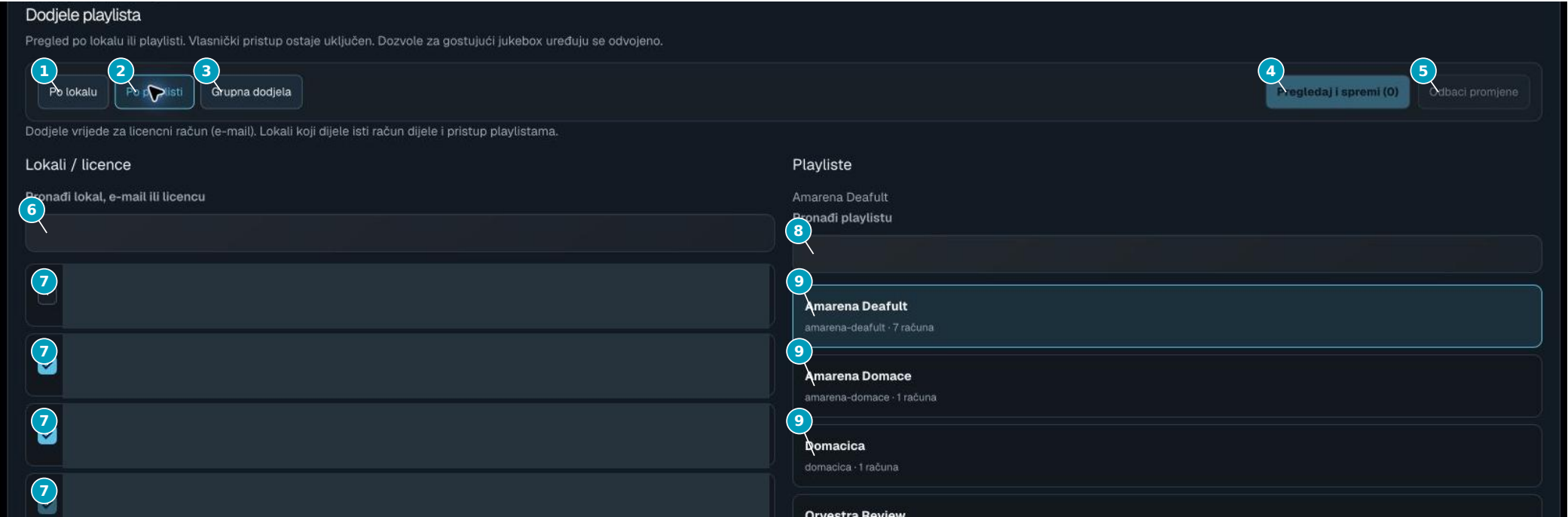


#	Screen 27 / option	What it does	Values and behaviour
1	Find venue, email or licence	Filters accounts/venues in the assignment view.	Search name, email or licence; does not change access.
2	Account / venue	In By venue, loads account access; in bulk mode, selects an account.	The owner is identified and its access is not removed by this assignment.

#	Screen 27 / option	What it does	Values and behaviour
3	Previous page	Opens the previous assignment list page.	Disabled on the first page.
4	Next page	Opens the next assignment list page.	Disabled on the last page.
5	Find playlist	Filters the playlist assignment list.	Text search by name or slug.
6	Playlist assignment item	Selects a playlist or stages its access checkbox.	Meaning follows By venue / By playlist / Bulk mode. Saving is separate.

28 Assignments - by playlist

Actual production portal screenshot; numbered marks and crop added for this guide.

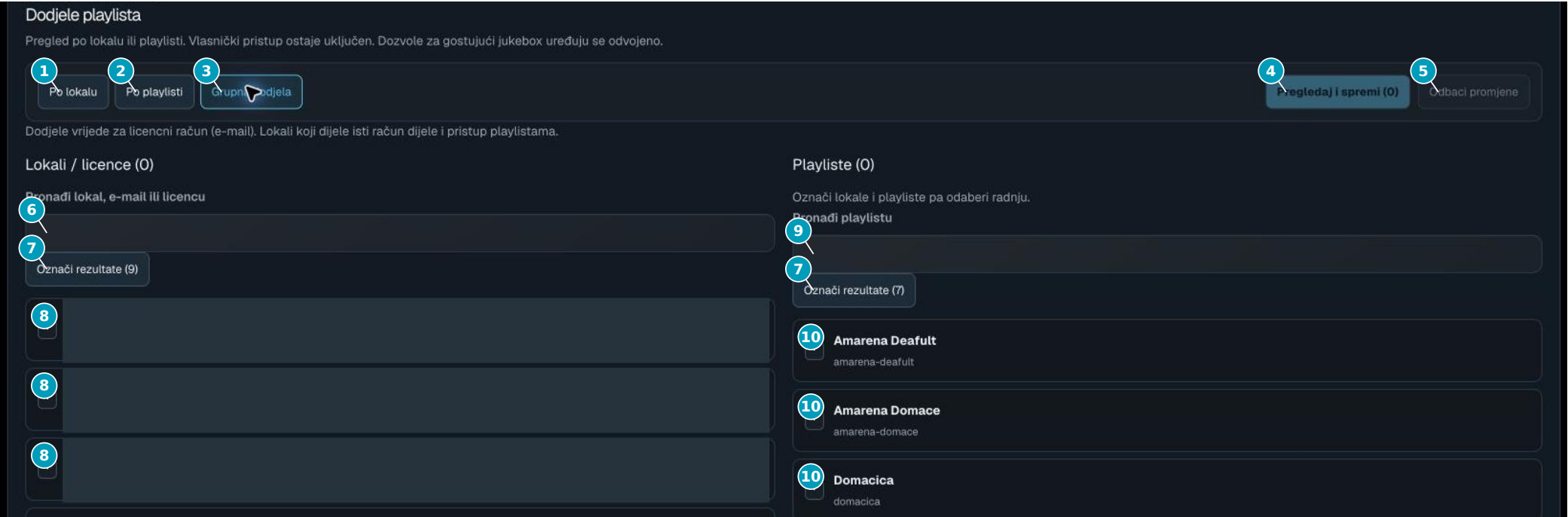


#	Screen 28 / option	What it does	Values and behaviour
1	By venue	Shows accounts/venues and their available playlists.	Assignments apply to the licence email; venues on the same account share access.
2	By playlist	Shows a playlist and the accounts allowed to access it.	Owner access remains enabled. Guest jukebox rules are separate.
3	Bulk assignment	Opens multi-account and multi-playlist selection for a shared action.	Select accounts and playlists, Add or Remove, then review and save changes.
4	Review and save	Opens the staged assignment changes for review. The number is the change count.	Disabled without changes; check the summary before final saving.
5	Discard changes	Discards unsaved assignment changes.	Saved access remains as it was before editing.
6	Find venue, email or licence	Filters accounts/venues in the assignment view.	Search name, email or licence; does not change access.

#	Screen 28 / option	What it does	Values and behaviour
7	Account / venue	In By venue, loads account access; in bulk mode, selects an account.	The owner is identified and its access is not removed by this assignment.
8	Find playlist	Filters the playlist assignment list.	Text search by name or slug.
9	Playlist assignment item	Selects a playlist or stages its access checkbox.	Meaning follows By venue / By playlist / Bulk mode. Saving is separate.

29 Assignments - bulk selection

Actual production portal screenshot; numbered marks and crop added for this guide.

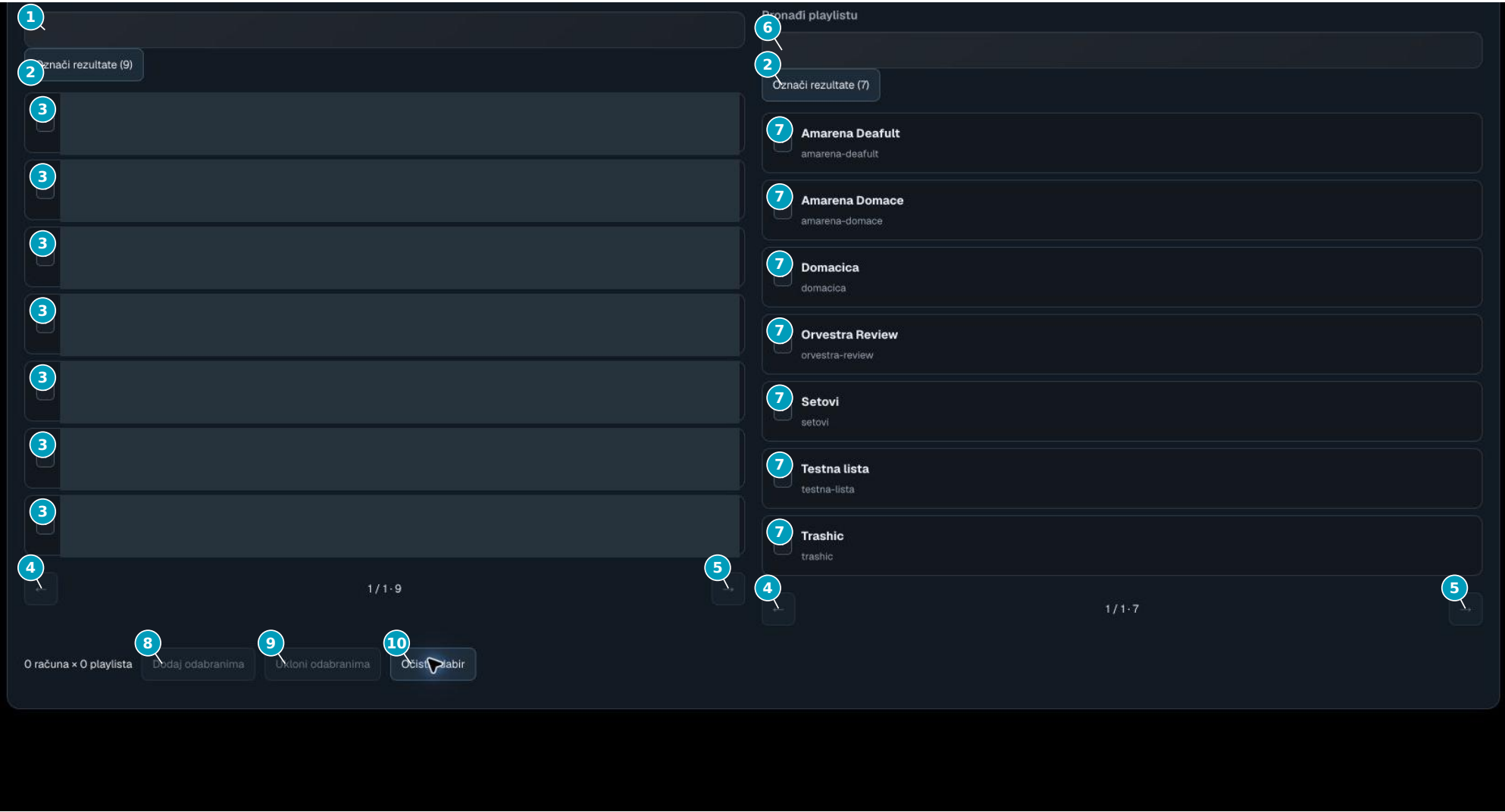


#	Screen 29 / option	What it does	Values and behaviour
1	By venue	Shows accounts/venues and their available playlists.	Assignments apply to the licence email; venues on the same account share access.
2	By playlist	Shows a playlist and the accounts allowed to access it.	Owner access remains enabled. Guest jukebox rules are separate.
3	Bulk assignment	Opens multi-account and multi-playlist selection for a shared action.	Select accounts and playlists, Add or Remove, then review and save changes.
4	Review and save	Opens the staged assignment changes for review. The number is the change count.	Disabled without changes; check the summary before final saving.
5	Discard changes	Discards unsaved assignment changes.	Saved access remains as it was before editing.
6	Find venue, email or licence	Filters accounts/venues in the assignment view.	Search name, email or licence; does not change access.

#	Screen 29 / option	What it does	Values and behaviour
7	Select results	Selects the current filter results on that side of bulk assignment.	The number shows how many results are included.
8	Account / venue	In By venue, loads account access; in bulk mode, selects an account.	The owner is identified and its access is not removed by this assignment.
9	Find playlist	Filters the playlist assignment list.	Text search by name or slug.
10	Playlist assignment item	Selects a playlist or stages its access checkbox.	Meaning follows By venue / By playlist / Bulk mode. Saving is separate.

30 Assignments - bulk actions

Actual production portal screenshot; numbered marks and crop added for this guide.

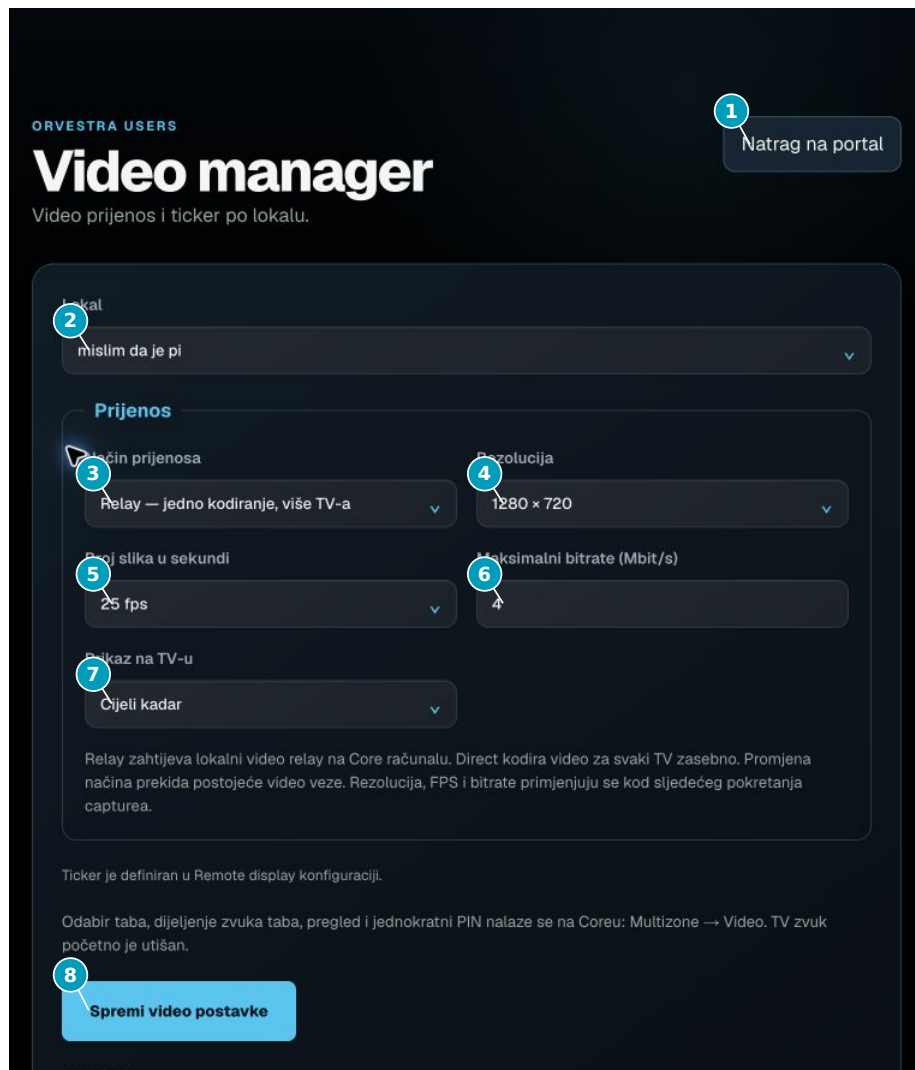


#	Screen 30 / option	What it does	Values and behaviour
1	Find venue, email or licence	Filters accounts/venues in the assignment view.	Search name, email or licence; does not change access.

#	Screen 30 / option	What it does	Values and behaviour
2	Select results	Selects the current filter results on that side of bulk assignment.	The number shows how many results are included.
3	Account / venue	In By venue, loads account access; in bulk mode, selects an account.	The owner is identified and its access is not removed by this assignment.
4	Previous page	Opens the previous assignment list page.	Disabled on the first page.
5	Next page	Opens the next assignment list page.	Disabled on the last page.
6	Find playlist	Filters the playlist assignment list.	Text search by name or slug.
7	Playlist assignment item	Selects a playlist or stages its access checkbox.	Meaning follows By venue / By playlist / Bulk mode. Saving is separate.
8	Add to selected	Stages access to the selected playlists for the selected accounts.	Not final saving. Continue with Review and save.
9	Remove from selected	Stages removal of the selected assignments.	Owner access remains. Review and save to apply.
10	Clear selection	Clears locally selected items.	Does not delete media or saved assignments.

31 Video manager

Actual production portal screenshot; numbered marks and crop added for this guide.

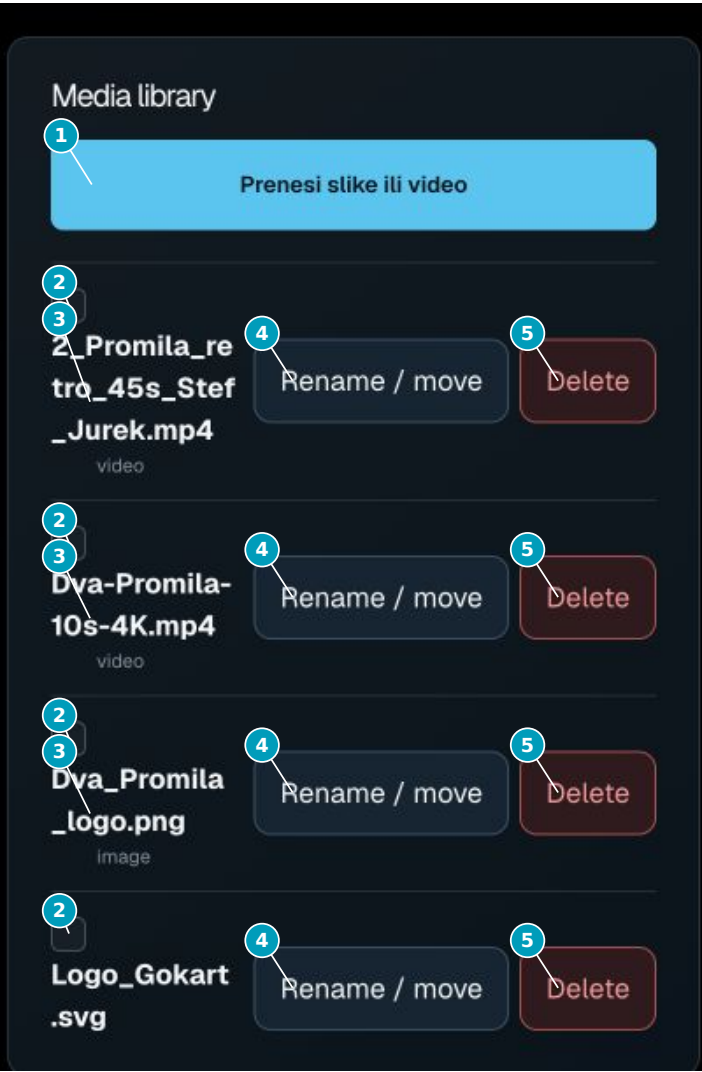


Tab/audio selection and sharing start are in the main Core GUI: Multizone > Video. Configure the ticker in Remote display.

#	Screen 31 / option	What it does	Values and behaviour
1	Main menu / Back	Returns to the portal function selector.	The browser session remains signed in.
2	Venue	Selects the venue whose data and settings you are viewing.	The list follows account permissions. Editors may lock it while there are unsaved changes.
3	Transport mode	Selects how video reaches TV receivers.	Relay: encode once for multiple TVs, requires the local relay. Direct: encode separately, up to 4 TVs. Changing mode interrupts existing connections.
4	Resolution	Target video frame size.	960 × 540 / 1280 × 720 / 1920 × 1080. Applied the next time capture starts.
5	Frame rate	Target video transmission frame rate.	25 / 30 / 50 fps; actual performance depends on the source and computer.
6	Maximum bitrate	Upper video bitrate setting.	1 to 12 Mbit/s, 0.5 steps. Does not guarantee a constant measured bitrate.
7	TV fit	Controls how video fits the receiver screen.	Whole frame preserves the image; Fill screen may crop edges.
8	Save video settings	Saves the selected venue's video profile.	An active Core fetches settings within 30 seconds. Resolution, FPS and bitrate apply to the next capture.

32 Display - media library

Actual production portal screenshot; numbered marks and crop added for this guide.

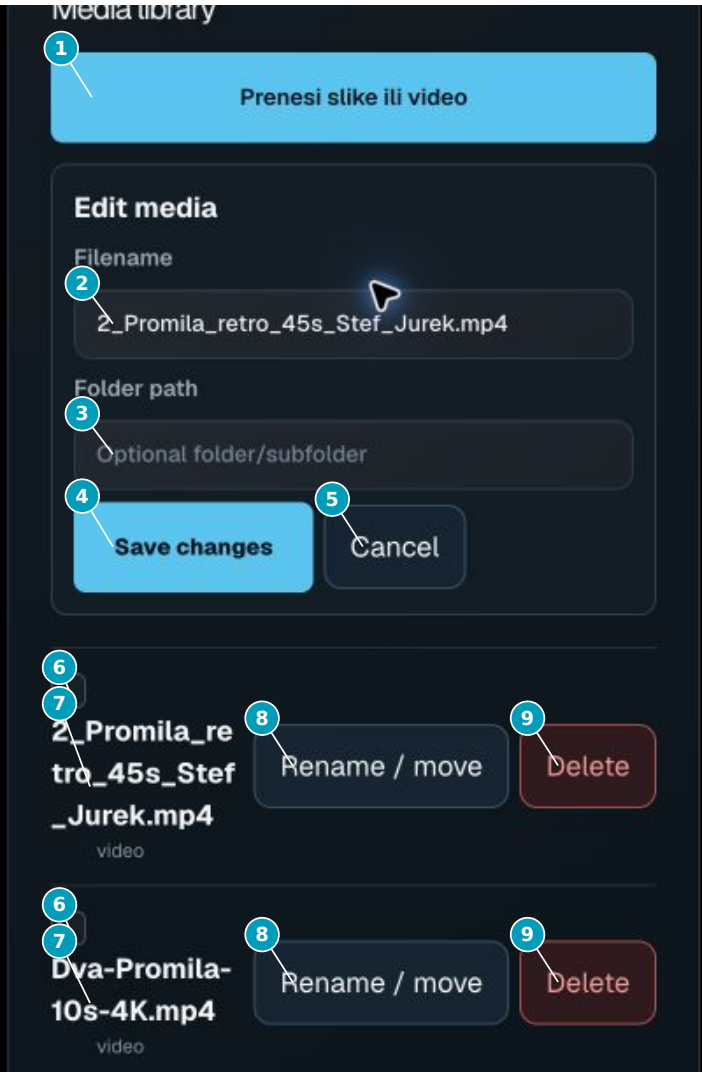


#	Screen 32 / option	What it does	Values and behaviour
1	Upload images or video	Uploads images or video adverts to the display media library.	Multiple image/video files; upload starts when files are chosen.

#	Screen 32 / option	What it does	Values and behaviour
2	Select media asset	Selects an asset for adding to an advertising playlist.	Multiple selection; then use Add selected media in the editor.
3	Preview media	Opens an image or video preview in the right panel.	Previewing is not assignment to a production display.
4	Move / rename	Opens filename and folder path editing.	The button itself does not save; confirm in the opened editor.
5	Delete media	Starts deletion of the selected server media asset.	Affects the library, not just the current playlist.

33 Display - media filename and folder

Actual production portal screenshot; numbered marks and crop added for this guide.



#	Screen 33 / option	What it does	Values and behaviour
1	Upload images or video	Uploads images or video adverts to the display media library.	Multiple image/video files; upload starts when files are chosen.

#	Screen 33 / option	What it does	Values and behaviour
2	Filename	Filename of the selected advertising asset.	Save with Save changes or discard with Cancel.
3	Folder path	Folder used to organise the media asset.	Optional path, e.g. folder/subfolder.
4	Save changes	Saves filename and folder changes for an advertising asset.	Server change to asset metadata.
5	Cancel	Closes media editing without saving.	Discards the local form.
6	Select media asset	Selects an asset for adding to an advertising playlist.	Multiple selection; then use Add selected media in the editor.
7	Preview media	Opens an image or video preview in the right panel.	Previewing is not assignment to a production display.
8	Move / rename	Opens filename and folder path editing.	The button itself does not save; confirm in the opened editor.
9	Delete media	Starts deletion of the selected server media asset.	Affects the library, not just the current playlist.

34 Display - playlists and assignment

Actual production portal screenshot; numbered marks and crop added for this guide.

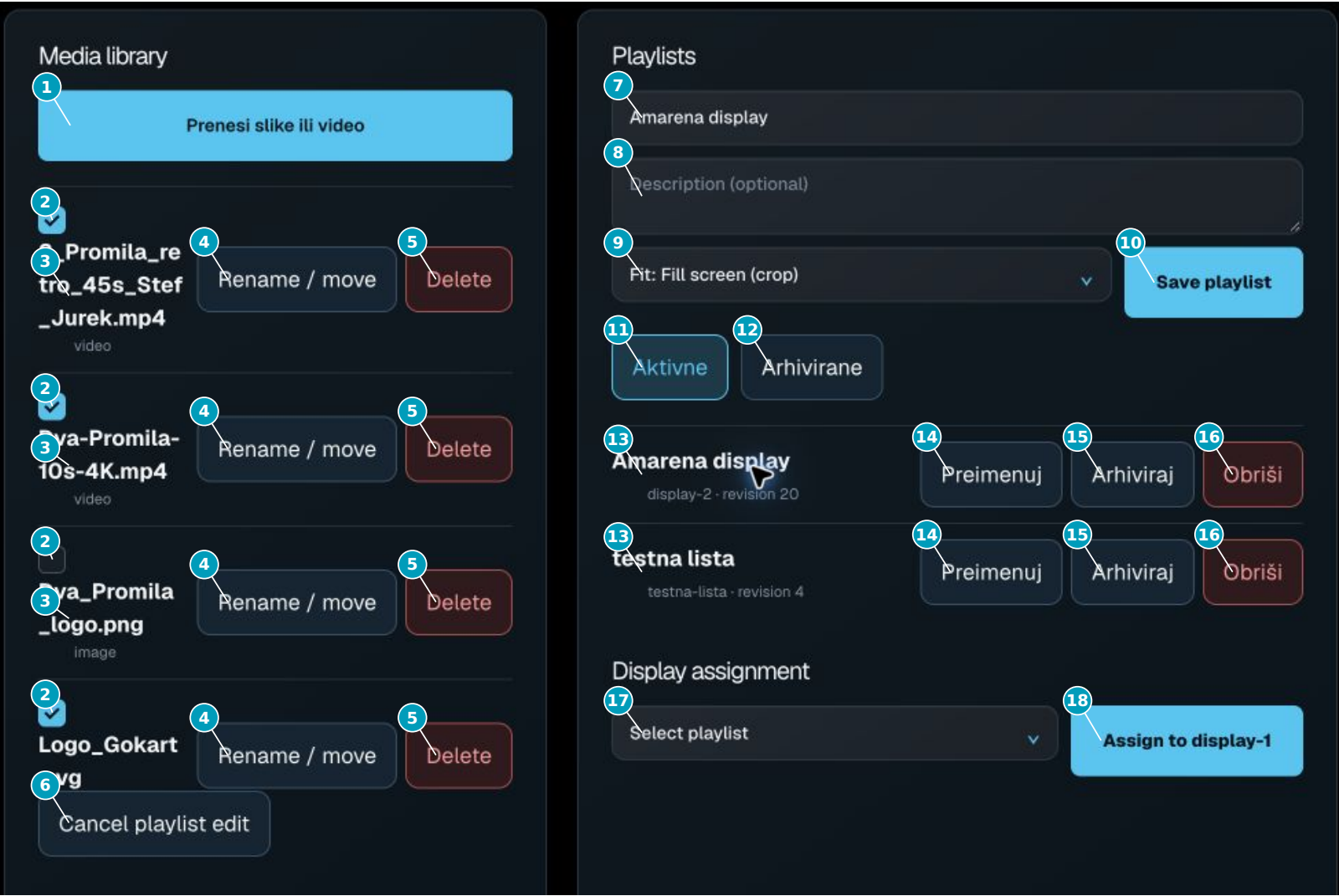


#	Screen 34 / option	What it does	Values and behaviour
1	Playlist name	Name of the new or currently edited advertising playlist.	Required for creation or saving.

#	Screen 34 / option	What it does	Values and behaviour
2	Description	Additional playlist description.	Does not determine track or advertising order.
3	Default display fit	Default image/video fitting mode for the playlist.	Fill screen (crop): fill with cropping; Contain: full image; Stretch: stretch to the frame.
4	Create playlist	Creates a new advertising playlist from the form.	Enter a name. Then edit its media in the Playlist editor.
5	Active	Shows active advertising playlists.	View filter.
6	Archived	Shows archived advertising playlists.	View filter; archived playlists may offer Restore.
7	Open advertising playlist	Loads its saved content, ticker and order into the editor.	The name is accompanied by the slug and revision.
8	Rename	Starts renaming an advertising playlist.	The confirmed change is saved to the server.
9	Archive	Moves a playlist from the active list to the archived list.	Not a command for removing a single advert from its order.
10	Delete playlist	Starts permanent deletion of the advertising playlist.	Different from archiving. Check the chosen playlist.
11	Playlist for display	Selects an active playlist to assign to a display.	Selecting alone does not save the assignment.
12	Assign to display-1	Saves the chosen playlist as the display-1 assignment.	Changes the content fetched by the corresponding display.

35 Display - save and cancel

Actual production portal screenshot; numbered marks and crop added for this guide.

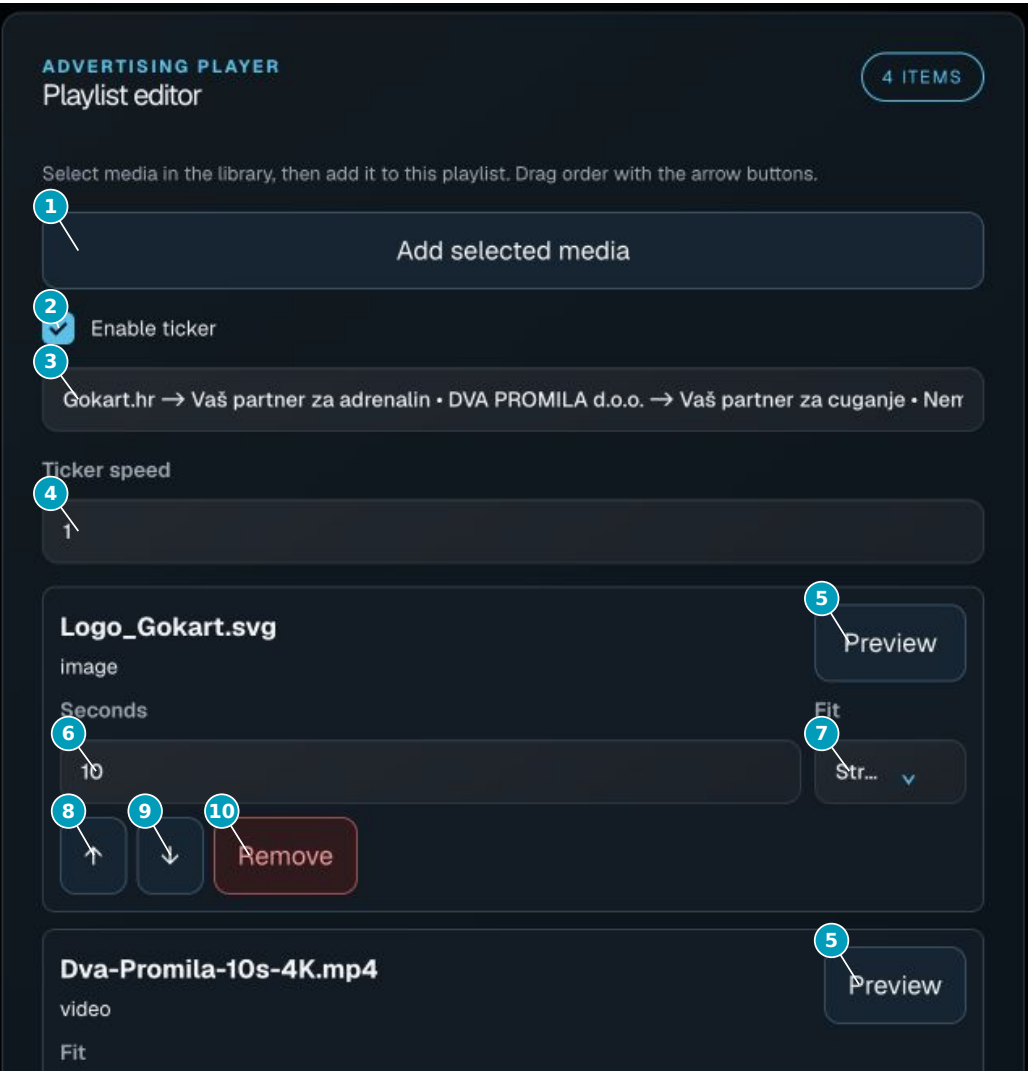


#	Screen 35 / option	What it does	Values and behaviour
1	Upload images or video	Uploads images or video adverts to the display media library.	Multiple image/video files; upload starts when files are chosen.

#	Screen 35 / option	What it does	Values and behaviour
2	Select media asset	Selects an asset for adding to an advertising playlist.	Multiple selection; then use Add selected media in the editor.
3	Preview media	Opens an image or video preview in the right panel.	Previewing is not assignment to a production display.
4	Move / rename	Opens filename and folder path editing.	The button itself does not save; confirm in the opened editor.
5	Delete media	Starts deletion of the selected server media asset.	Affects the library, not just the current playlist.
6	Cancel playlist edit	Closes playlist editing and clears local selection/form fields.	Unsaved editor changes have not been published.
7	Playlist name	Name of the new or currently edited advertising playlist.	Required for creation or saving.
8	Description	Additional playlist description.	Does not determine track or advertising order.
9	Default display fit	Default image/video fitting mode for the playlist.	Fill screen (crop): fill with cropping; Contain: full image; Stretch: stretch to the frame.
10	Save playlist	Saves the advertising playlist, item order/settings and ticker.	Saving increases the revision. Display assignment is separate.
11	Active	Shows active advertising playlists.	View filter.
12	Archived	Shows archived advertising playlists.	View filter; archived playlists may offer Restore.
13	Open advertising playlist	Loads its saved content, ticker and order into the editor.	The name is accompanied by the slug and revision.
14	Rename	Starts renaming an advertising playlist.	The confirmed change is saved to the server.
15	Archive	Moves a playlist from the active list to the archived list.	Not a command for removing a single advert from its order.
16	Delete playlist	Starts permanent deletion of the advertising playlist.	Different from archiving. Check the chosen playlist.
17	Playlist for display	Selects an active playlist to assign to a display.	Selecting alone does not save the assignment.
18	Assign to display-1	Saves the chosen playlist as the display-1 assignment.	Changes the content fetched by the corresponding display.

36 Display - ticker and image advert

Actual production portal screenshot; numbered marks and crop added for this guide.

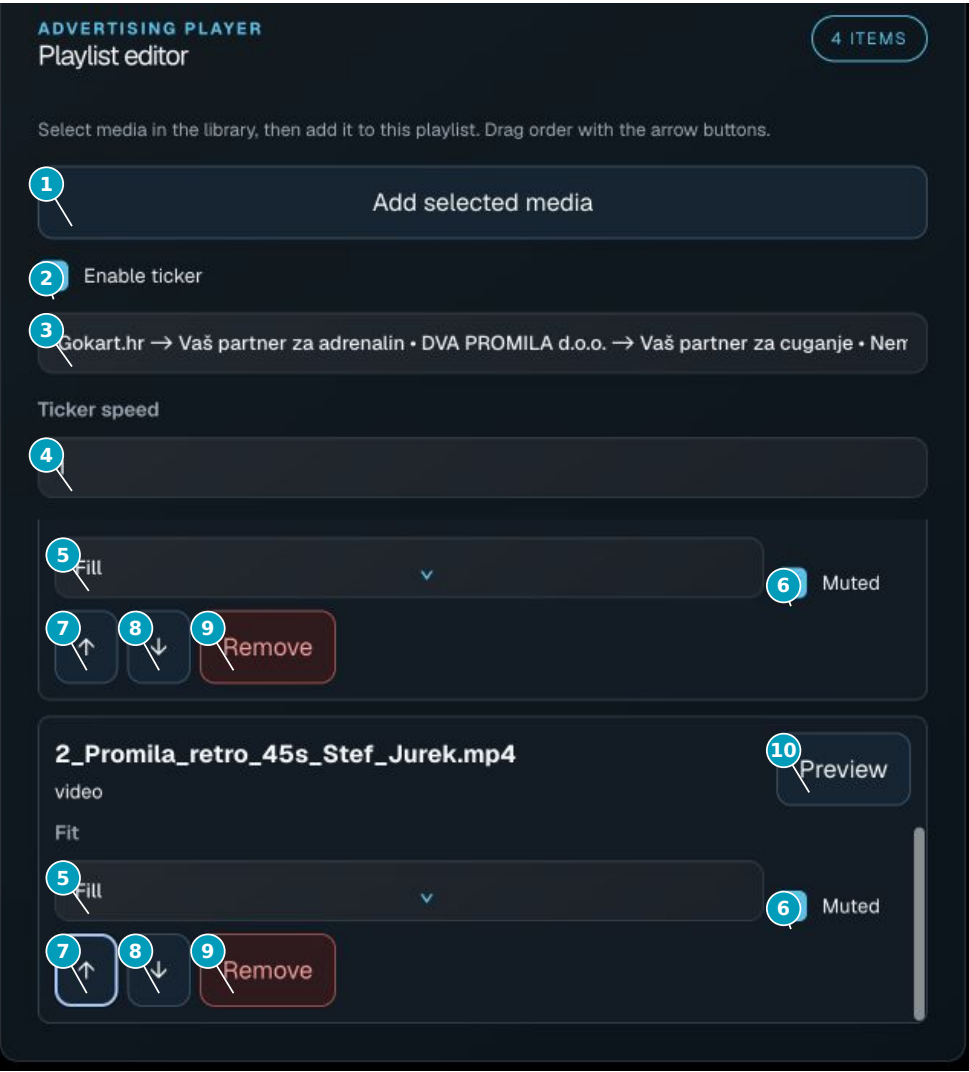


#	Screen 36 / option	What it does	Values and behaviour
1	Add selected media	Adds selected library assets to the local playlist.	Then check the order and save the playlist.

#	Screen 36 / option	What it does	Values and behaviour
2	Enable ticker	Enables the text ticker for the advertising playlist.	On / off. The same configuration is used by the video overlay.
3	Ticker text	Text of the message moving across the display.	Save the playlist after editing. Chat messages arrive through the separate guest flow.
4	Ticker speed	Advertising ticker scrolling speed.	0.1 to 10, step 0.1; initial value 1.
5	Preview media	Opens an image or video preview in the right panel.	Previewing is not assignment to a production display.
6	Seconds	Display duration of the corresponding image.	1 to 3600 seconds, step 1. Video duration is not controlled by this image field.
7	Fit	Fitting mode for this advertising item.	Fill: fill and crop excess. Contain: show the whole image with possible bars. Stretch: stretch to fit.
8	Move up	Moves the corresponding track or advert one place earlier.	Local editor; save the playlist. May be disabled for the first item.
9	Move down	Moves the corresponding track or advert one place later.	Local editor; save the playlist. May be disabled for the last item.
10	Remove from playlist	Removes an item from the local playlist content.	The file remains in the library. Save the playlist to keep the change.

37 Display - video advert and audio

Actual production portal screenshot; numbered marks and crop added for this guide.

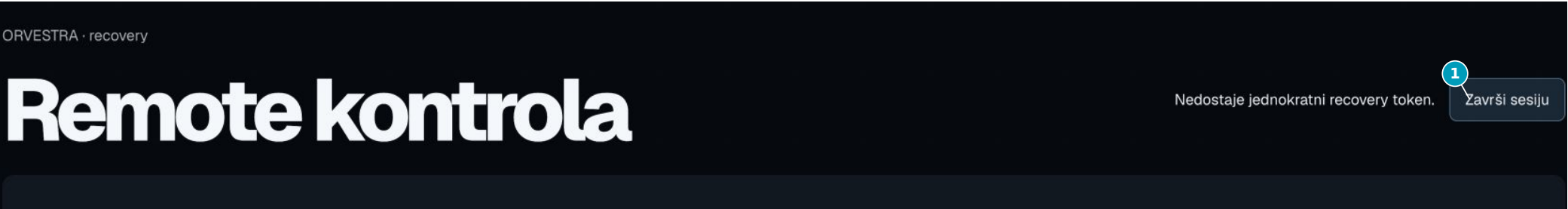


#	Screen 37 / option	What it does	Values and behaviour
1	Add selected media	Adds selected library assets to the local playlist.	Then check the order and save the playlist.

#	Screen 37 / option	What it does	Values and behaviour
2	Enable ticker	Enables the text ticker for the advertising playlist.	On / off. The same configuration is used by the video overlay.
3	Ticker text	Text of the message moving across the display.	Save the playlist after editing. Chat messages arrive through the separate guest flow.
4	Ticker speed	Advertising ticker scrolling speed.	0.1 to 10, step 0.1; initial value 1.
5	Fit	Fitting mode for this advertising item.	Fill: fill and crop excess. Contain: show the whole image with possible bars. Stretch: stretch to fit.
6	Muted	Mutes audio in the corresponding video advert.	Checked = silent; unchecked = not muted by this setting.
7	Move up	Moves the corresponding track or advert one place earlier.	Local editor; save the playlist. May be disabled for the first item.
8	Move down	Moves the corresponding track or advert one place later.	Local editor; save the playlist. May be disabled for the last item.
9	Remove from playlist	Removes an item from the local playlist content.	The file remains in the library. Save the playlist to keep the change.
10	Preview media	Opens an image or video preview in the right panel.	Previewing is not assignment to a production display.

38 Recovery - VNC entry

Actual production portal screenshot; numbered marks and crop added for this guide.

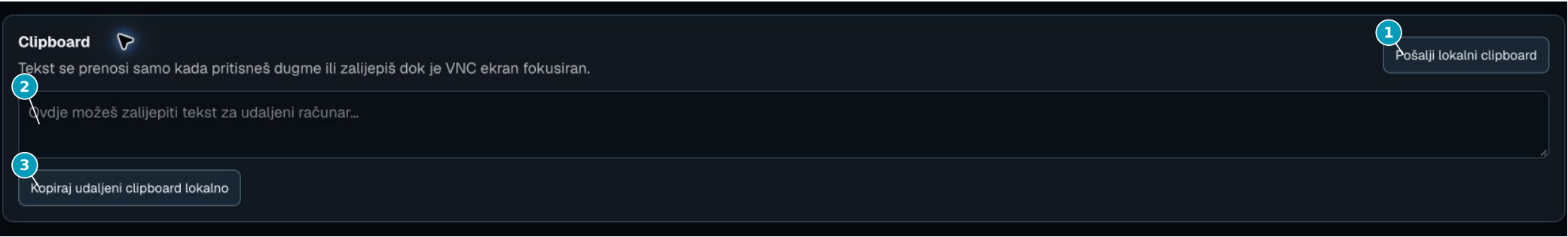


This screenshot deliberately shows entry without a recovery token. Open a valid session from the Remote control recovery card. No desktop or access token has been fabricated or embedded in the guide.

#	Screen 38 / option	What it does	Values and behaviour
1	End session	Ends the recovery connection and returns to remote control.	VNC requires a valid one-time link; direct /remote-vnc access without a token does not open a desktop.

39 Recovery - clipboard

Actual production portal screenshot; numbered marks and crop added for this guide.



Clipboard buttons are disabled without an active session. This screen documents the controls, not an active remote connection.

#	Screen 39 / option	What it does	Values and behaviour
1	Send local clipboard	Sends local clipboard text to the remote computer.	Requires an active VNC connection and browser permission. Up to 1,000,000 characters.
2	Remote clipboard text	Field for text to transfer to the remote computer.	Pasting text into this field sends it to the remote computer. Pasting into the focused VNC screen also sends it. Up to 1,000,000 characters.
3	Copy remote clipboard locally	Copies received remote text into the local clipboard.	Disabled without received text; the browser may require permission.

Catalogue workflow

Select the venue. Create/check categories. Add products or preview a CSV import. Set names, prices, availability and images. Save changes. Publish the catalogue. Guests see the published version, not unsaved editor changes.

Order workflow

New -> waiter clicks Received -> In preparation -> waiter clicks In delivery -> In delivery -> waiter physically delivers -> clicks Delivered -> Closed on the bar board / Delivered for the guest. Cancelling is a separate final action. Order status does not represent payment.

Music access and guest access

Licence playlist assignments control account access. The Juke/chat allow-list controls guest choice at a specific venue. A playlist must satisfy both conditions to be useful to guests. Owner access remains enabled in assignment management.

Source of the picture and ticker

Video manager sets transport, frame size/rate, bitrate and fit. The Core GUI starts browser-tab sharing. Remote display defines the advertising playlist and ticker. The guest table web link opens the mobile app; it is not a second web ordering application.

Evidence and conditional screens

All pictured controls were observed in the live portal. CSV preview/apply, later order-state buttons and active recovery controls appear only in their relevant conditions and are described without fabricating those states. The main Core GUI and mobile apps have separate manuals.