

RADIO-ASSIST BASES AND ACQUISITION TOOLS
TRAINING PROGRAM
1. Introduction.

- *Architecture project description*

2. Introduction to the range of products
3. Database presentation (Browser)

- *Searching an item*
- *Using the different action buttons available (play, delete, copy, modify, set as urgent, initialize a search, masterize...)*

4. Record

- *Recording an item*
- *Positioning and naming markers*
- *Indexing and saving the recorded item*
- *Searching the recorded item in the database*
- *Using the different recording modes*
- *Using the pre-editing tools*

5. Import

- *Importing items from different audio sources (CD, NAGRA, network, FTP ...)*

6. Feed-Plan/Feed-Replay

- *Planning a feed (programmed or immediate)*
- *Modifying a feed*
- *Deleting a feed*
- *Planning a rebroadcast*

Training duration: 1 day

NB: this duration is given as an indication and can be modified following the knowledge of the user or the configuration of the customer.

Products involved

- **Browser**
- **Record**
- **Import**
- **Feed-Plan/Feed-Replay**

Training goals

- ↻ **Search items in the Database by using the different selection criteria**
- ↻ **Play items**
- ↻ **Record an audio item from an internal or external source (MD, micro...) by using the different recording modes.**
- ↻ **Index the recording item and save it in the database.**
- ↻ **Import items from external sources into the database.**
- ↻ **Schedule a feed as well as its rebroadcast.**

Participants: radio operators and journalists

Skills required: none