

<b>TRAINING PROGRAM</b>	
<ol style="list-style-type: none"> <li><b>1. Introduction to the database (Browser).</b></li> <li><b>2. Loading of programmed items (Playlist, sounds..) in manual mode, semi-automatic mode or automatic mode</b></li> <li><b>3. Playlist modifications</b></li> <li><b>4. Cues of items</b></li> <li><b>5. Use of cartstacks</b></li> <li><b>6. Additionnal functions</b> <ul style="list-style-type: none"> <li>• <i>Recording function</i></li> <li>• <i>Items editing</i></li> <li>• <i>Use of the Hot-Box (urgent items)</i></li> <li>• <i>Loop function</i></li> </ul> </li> <li><b>7. Following up the playlist</b> <ul style="list-style-type: none"> <li>• <i>Searching an item</i></li> <li>• <i>Playing items</i></li> <li>• <i>Following up the playlist</i></li> <li>• <i>Displaying metadata</i></li> </ul> </li> </ol>	<p><b><u>Training duration:</u> 1,5 days to 2 days</b></p> <p><b>NB:</b> this duration is given as an indication and can be modified following the knowledge of the user or the configuration of the customer.</p>
	<p style="text-align: center;"><b><u>Products involved</u></b></p> <ul style="list-style-type: none"> <li>➤ <b>Air-DDO</b></li> <li>➤ <b>Insider</b></li> </ul>
	<p style="text-align: center;"><b><u>Training goals</u></b></p> <ul style="list-style-type: none"> <li>↻ <b>Broadcast the playlist in manual mode, semi-automatic mode or full automatic mode.</b></li> <li>↻ <b>Modify the on-air playlist</b></li> <li>↻ <b>Use the editing tools (Cue, Snippet)</b></li> <li>↻ <b>Broadcast an urgent item</b></li> <li>↻ <b>Play audio files on intranet</b></li> <li>↻ <b>Consult the different playlists</b></li> <li>↻ <b>Follow up the on-air playlist</b></li> </ul>
<p><b>Participants:</b> radio operators</p> <p><b>Skills required:</b> none</p>	