



# **User Manual for Version 3.5**

**(last edited on Monday, November 3, 2008)**

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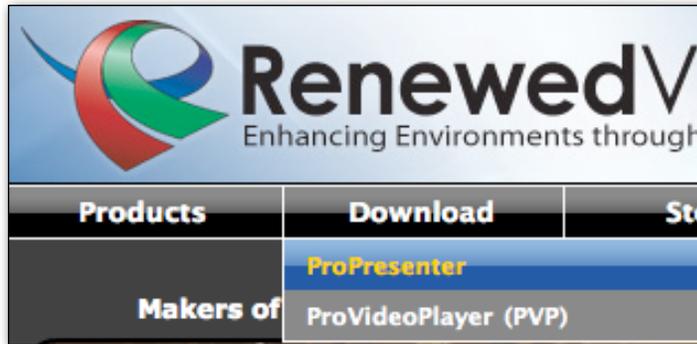
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# 1 Welcome to ProPresenter – Getting Started

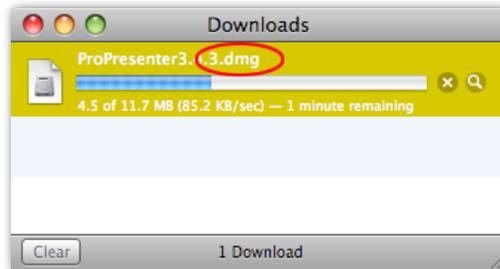
We appreciate your purchase of our award-winning worship and media presentation software. To get started, we want to acclimate you to some of the basics of how to install ProPresenter, as well as the basic interface structure and files with which ProPresenter can work.

## 1.1 Installing ProPresenter

1. Go to our website, [www.RenewedVision.com/downloads](http://www.RenewedVision.com/downloads) and download the latest version of our software.



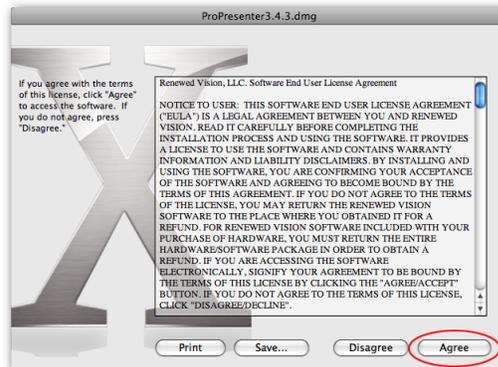
2. A “.dmg” file will begin downloading. This file is known as a virtual disc image. Whenever you double-click on a .dmg file, it mounts like a removable disc and can be seen on the left column of a Finder window. Safari automatically mounts this image after it has been downloaded. If you’re using a different browser you may need to double-click the downloaded “.dmg” file to mount it.



3. When the download completes, Safari may display the following dialog. If so, choose the “Continue” button.



4. The disc image will automatically mount and present the license screen. Click the “Agree” button and the installer window will be displayed in the Finder.



5. Drag the ProPresenter icon into the Applications folder as depicted by the large blue arrows. That’s it! There is no “installer” application. Additional resources are available on

the disk image and can be copied to your hard drive. When you are finished with the disk image, unmount it as you would a CD or DVD.

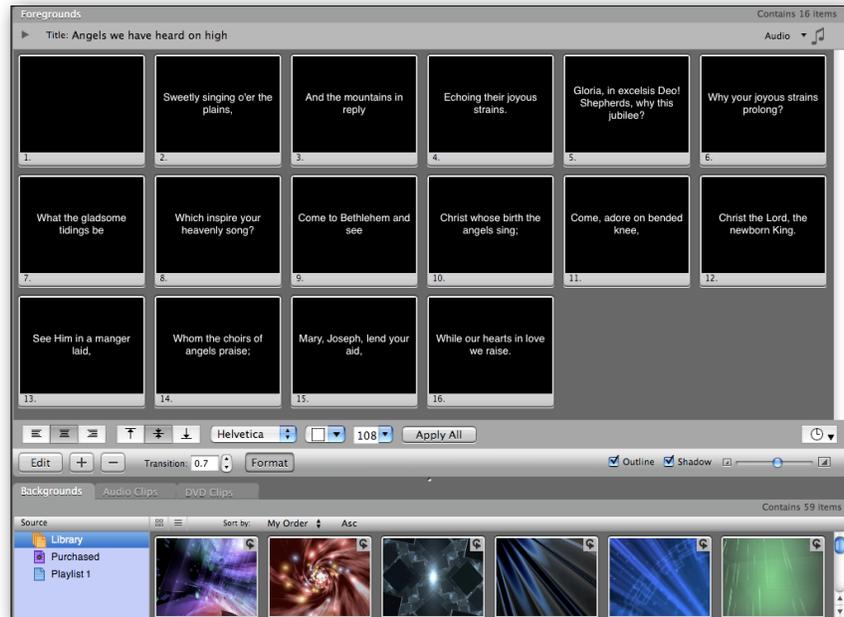


6. To run the program, double-click the application icon from within the Application folder and enter your Registration Name and Unlock Code, or click “Demo” to begin.  
**Note:** The Unlock Code is tied to the Registration name, so **it is vital they are entered precisely as shown on your confirmation email**. We always recommend using copy and paste of this information to prevent typos.



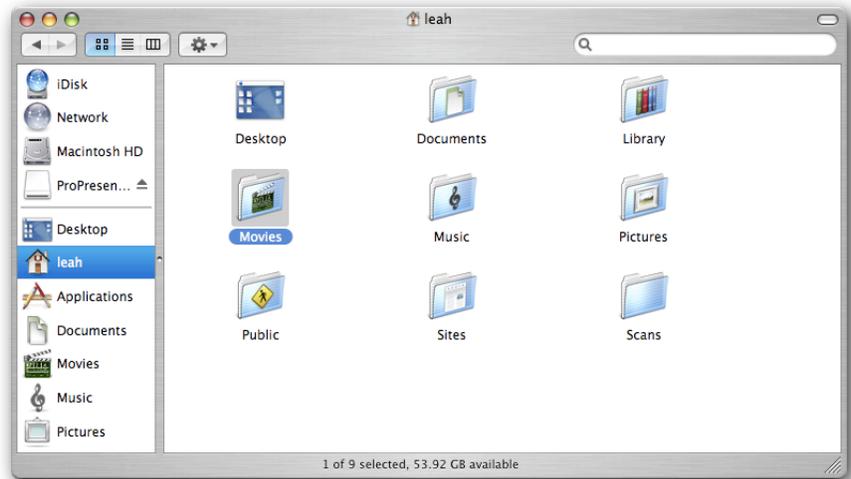
## 1.2 Understanding Foreground and Background Elements

ProPresenter utilizes two different "layers" of display elements to create dynamic presentations. These are called *Foreground* elements and *Background* Elements. Foreground elements can be lyrics, presentation videos with or without audio, audio files, or still graphics. Background elements can be still graphics or video loops without audio. Foreground elements appear in the top window pane of the main Presentation view, while Background elements appear in the lower window pane. Foreground Video files can also be directed to play out through your Firewire port or other Output Components (i.e. SDI card). This process is used to ensure "Good as tape" video signals and can be set up in "Display Preferences".



## 1.3 Media Files on your Computer

Media files for either Foreground or Background layers can reside anywhere on your hard drive. You can also connect external hard drives to your computer to access those files. We recommend that you store files on a local drive and place them in your User's "Movie" folder, or another quickly accessible location on your local hard drive. **Don't lose your clip investment! Back up your video clips regularly!**



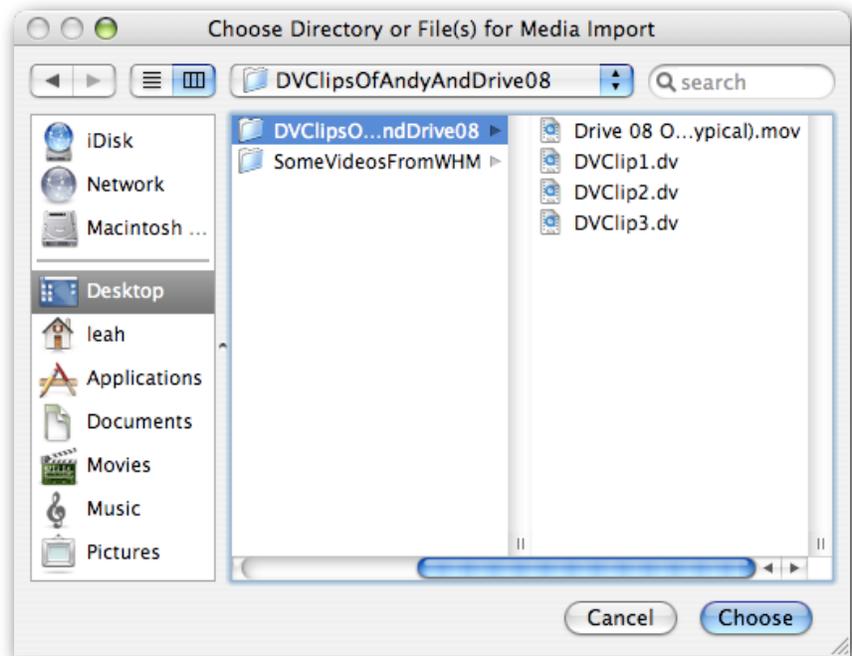
Lyric files are stored within a database on your hard drive that is specific to the current user. At present, presentations cannot be shared between multiple accounts on your computer; however, ProPresenter 3 has an easy import/export function to make moving files from one machine to another painless. This is accessed by choosing one or more presentations from within ProPresenter, and selecting: File > Export Selected Presentations

## 1.4 Importing Media into Library

There are a number of ways to import media files into your ProPresenter Library

### 1.4.1 Foreground Media Elements

Foreground video clips can be added by creating a new slide and right-clicking (control-clicking) on the slide and choosing Add foreground Video/Image. This will present you with an open file dialog box with which you can select a video or audio file.



You can also select and drag media files from the Finder or Desktop to the Foreground window pane, or to the Media Bin.

### 1.4.2 Background Media Elements

To import clips into your background media bin, choose File > Import Media (Command-Shift-R) or press the button “+” that appears underneath the Background window pane to open the File Dialog. Then select the files you wish to import. You can also drag media files from the Finder or Desktop to a playlist or to the background bin.

## **1.5 Media Browser**

There is a "Media Browser" which can be opened under the Window -> Media Browser file menu. This browser will allow you to search certain media directories like your "Pictures" or "Movies" folder, along with your iTunes and iPhoto Library. You can then drag and drop the selected file(s) onto the Presentation View or Background area.

## **1.6 Media File Types**

Any video format QuickTime recognizes is playable within ProPresenter. The speed of your machine and the type of compression will dictate how smoothly the videos playback. You can also import a variety of image and audio-only file formats that QuickTime recognizes.

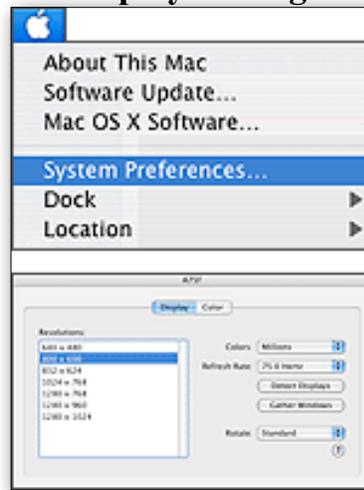
## 2 Video Output Screen

ProPresenter uses your computer's DVI or Video port, taking advantage of MacOS X's extended desktop capability. That means when you connect a projector, plasma, or other display device, your desktop expands to take advantage of this new display. What you will see is your main screen with the ProPresenter interface, and a second screen through your other device. You will be required to set up your output screen both in System Preferences, and in the ProPresenter Screen Preferences.

### 2.1 Using a Projector or Other Display Device

Connect a projector to the Display port on your computer. ProPresenter will automatically detect the external screen when the application is started. Choose Window > Show Video Window (Command-1) from the file menu to show or hide the video out. If the video appears over top of the ProPresenter interface on the main screen, you will need to quit and restart ProPresenter for the auto detection to occur. Use Video Preferences to adjust output settings. (see Screen Settings above)

### 2.2 Display Settings

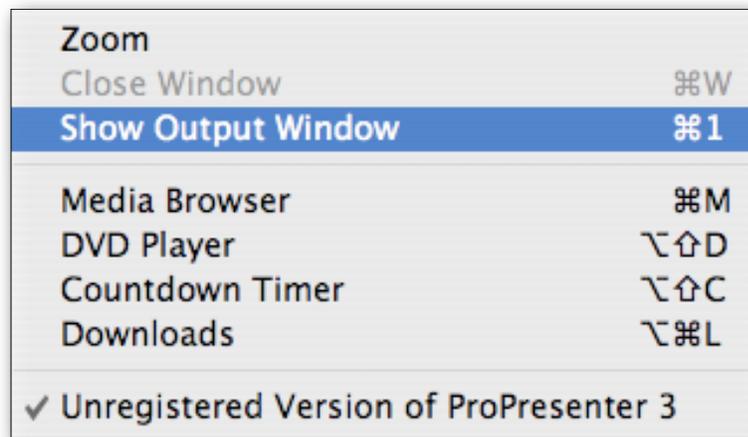


Open your System Preferences by Choosing Apple > System Preferences. Click on the "Displays" button under the "Hardware" grouping. This opens the display preferences for your main display, with another display preference window on your secondary display. You should see tabs across the top of the window that say "Display/Arrangement/Color". select "Arrangement" and make sure the checkbox on the lower left for

"Mirror Displays" is NOT checked. Now return to the "Display" tab.

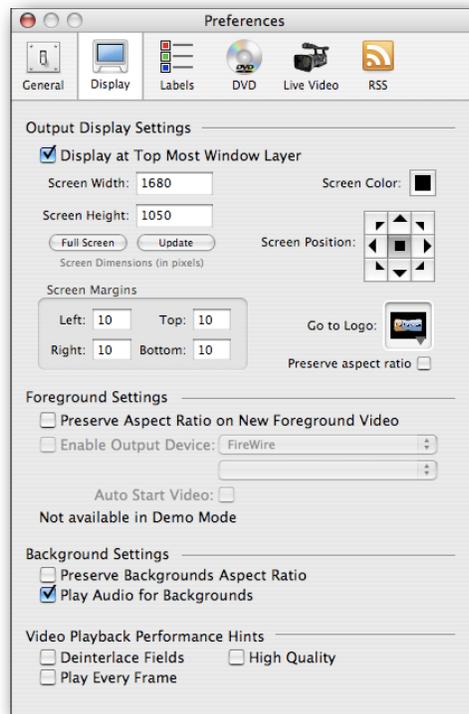
To make the remainder of the set up easier, click on the "Gather Windows" button to bring your secondary display preference window to the main screen. It will appear behind your current setting window. Click the title bar of this window to make it active. Select the output resolution you desire from the available display settings options, but be mindful that lower resolutions result in optimal video playback performance.

## 2.3 Window Settings



Choose Window > Enable Output (Command-1) to toggle the Video Out screen on and off. The video out screen is typically your secondary display, be it a monitor or projector. If you start ProPresenter up without a secondary display connected, your main screen will be selected as the video out display (this is not recommended for live presentations as you have no access to the ProPresenter interface in this mode).

## 2.4 Output Screen Settings



Choose Preferences under the Apple menu (Command-,) to open the Screen Preference panel. Enter the desired pixel dimensions for your output screen. Most Standard Definition signals will be 720 x 480. Typically, you will want to match your output device resolution in the Operating System Preferences to that of ProPresenter Screen Preferences. You can set this automatically to the resolution of your output screen by selecting "Full Screen".

**Display at Top Most Window Layer** will force the Output window to the front most position. This way, no other application will appear on the output screen. Disable this feature to allow quick switching between other presentation applications like Keynote or Power Point.

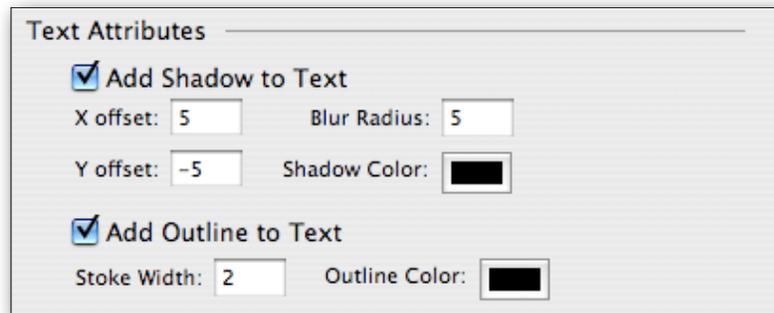
Use the **Screen Position** setting if your ProPresenter display resolution is less than or greater than your output resolution. This setting specifies how you want the ProPresenter output to be positioned within your larger output display resolution.

The **Screen Color** setting specifies the background color for your output display. This is to say that if there is no background selected, this is the color that will be seen on the output display. Usually, this is black.

The **Screen Margin** settings are measured in pixels for the main screen.

## 2.5 Text Shadow

ProPresenter offers a beautiful feathered Text Shadow for easy readability of text over still or moving backgrounds. These settings define how this shadow looks and is based on an x and y offset, blur, and color. By default, we have this set up as a lower right black shadow with x=5, y=-5, and a 5 pixel blur. The Text Outline settings effect the outline stroke and color.



## 2.6 CCLI Display

Copyright or CCLI information can be automatically displayed within your presentations. Use the settings of this panel to specify on which slide you want this information to appear. The information in the Copyright field of each presentation will be displayed according to these settings. You have control of the display positioning and text attributes and can define this information by clicking on "Change Text Display Style".

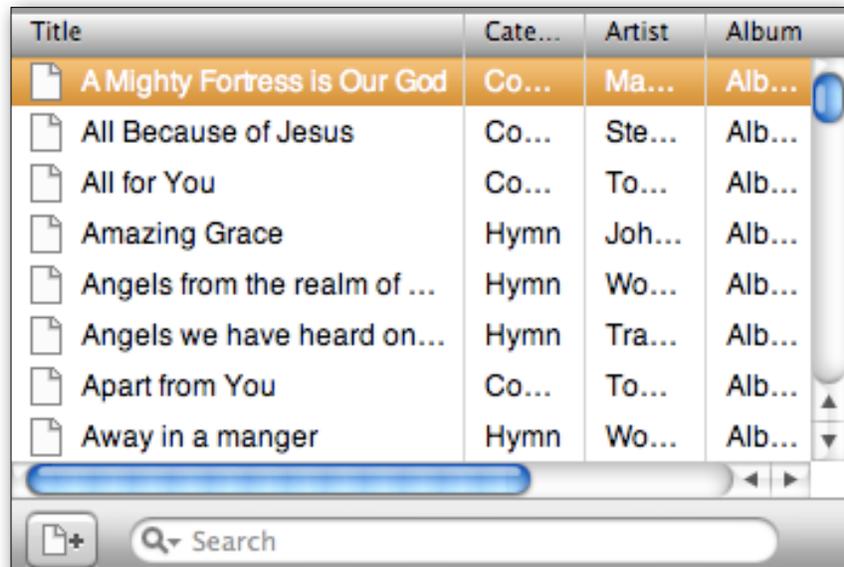
When the CCLI option is checked near the copyright information field, the CCLI Number entered in preferences will automatically be appended to the copyright information displayed on screen.

### 3 Working with Presentations

As explained in the "Getting Started" section, ProPresenter utilizes two different "layers" of display elements to create dynamic worship presentations. These are called Foreground elements and Background Elements. Foreground elements can be lyrics, presentation videos (with or without audio), audio files, or still graphics that will float above chosen background elements. The foreground elements are stored in a master Library of Presentations. Presentations are most usually slides of lyrics for songs, but can also contain slides with videos or audio files.

#### 3.1 Organizing your Library

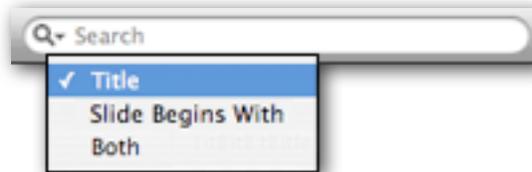
On the left side of the ProPresenter screen are the Library and Playlists panes. The top pane is your complete presentation library, and the bottom pane contains playlists of presentations. Presentations may be accessed directly from the Library, but users generally prefer to create Playlists of their presentations for easy accessibility, such as a playlist for this Sunday's service. When you click on a presentation in either the Playlist or Library panel, the slides for that presentation are automatically shown in the Presenter view to the right of these panels.



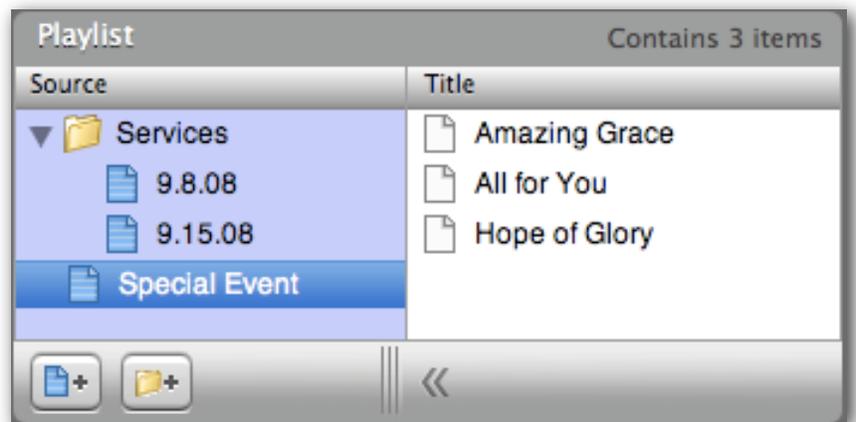
To add a presentation, you can click on the button that appears underneath the main Library to the left of the search box, or choose from the various import options that appear under the File menu to import slides from text files or prior ProPresenter versions.

Creating a new presentation will prompt you to enter the name of the presentation and will take you to the edit mode of the slide so that you can quickly create new slides.

To quickly find songs, type any part of the title into the search box.



### 3.2 Playlists



Playlists are user definable directories that make it easy to organize your presentations into an easily accessible structure. The Playlists window pane is located directly below the Library pane.

The playlist window pane can be collapsed for easy access to a single playlist. To see a list of all of your playlists, click on the expand button at the bottom of the pane

To create a playlist, click on the Add Playlist button To add presentations to your playlist, just drag them over the playlist you've created. If you want more organization to your playlists, you can create folders by clicking on the add folder button and drag your desired playlists into this folder.

### 3.3 The Presenter View

The presenter window pane is where all the foreground slides of a presentation can be accessed and made active on the presentation screen.

The slides are presented in a grid format that is easily scalable by sliding the scale at the bottom of the window pane.



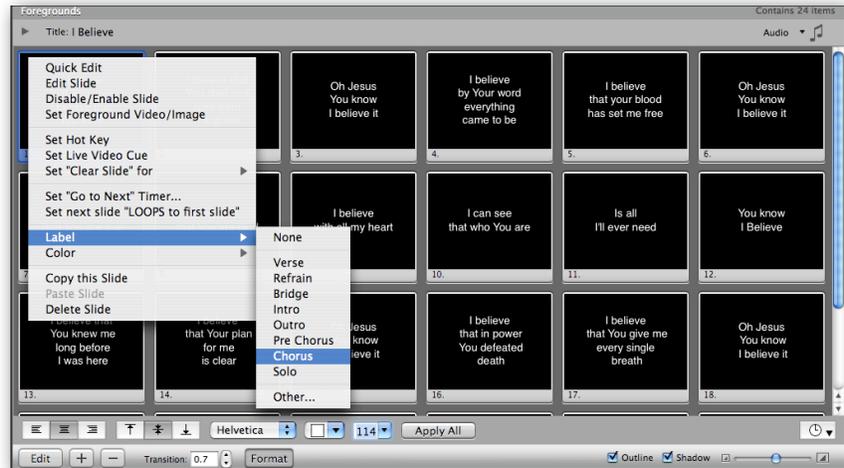
At the top of the window is the song information screen. Here you can enter or edit the song's name, the artist name, and the copyright information. This section also tells you the last time a song was used. This date is automatically updated when 50% or more of the slides of a song are clicked on and is an easy way to keep track of how often you've done the same song.

To make a slide "live" just click on it. Note that ProPresenter slides become active when the mouse is depressed, not on the mouse down.



To move, copy, or delete slides, you must first select them. To do this, hold down the Command key and click on one or more slides. Once selected, you can delete the slides by depressing the delete key on your keyboard. To move selected slides, drag them to your desired location. If you hold down the option key while dragging, the slides will be copied to the selected location.

Slides in presenter view have a number of options available to them. You can view these options by control- or right-clicking on a slide. These options are explained below. If multiple slides have been selected, the action chosen from this menu will apply to all of the selected slides.



### 3.4 Global Edits

Use the "Format" button at the bottom of the presenter view to make a global font/size/color/alignment change to all the slides of a presentation. To change multiple songs all at once, select each Presentation while holding down the Command Key (Apple key). You can modify each attribute individually, or click on the "Update All" button to apply all attributes to the selected Presentations. Note that the settings in this global format panel always show the last used settings from this panel. It does not update based on the currently active song, but the last settings chosen.

### 3.5 The Edit View

To edit individual slides of a presentation, click the "Edit" button at the bottom of the window pane, or select "Edit Slide" from the contextual menu that appears when you right-click or control-click on a slide.

The Edit view window pane displays thumbnails of all the slides of your current presentation at the top of the screen. When you click on a slide's thumbnail while in edit mode, this slide will become active for editing. In this mode, you can make detailed changes to individual words of a given slide just like a word processor's text editor.

If you desire to apply the current settings shown in the formatting tool to your slide, click "update slide". If you wish to apply the settings shown to all the slides of the current presentation, click on the button labeled "Apply to All".



**Note:** This will replace ALL current formatting of slides with the chosen settings.

Spell check is built-in to ProPresenter and misspelled words will be shown with a jagged red underline. To see spelling suggestions for this word, control- or right-click on the word and a menu will appear with spelling options.



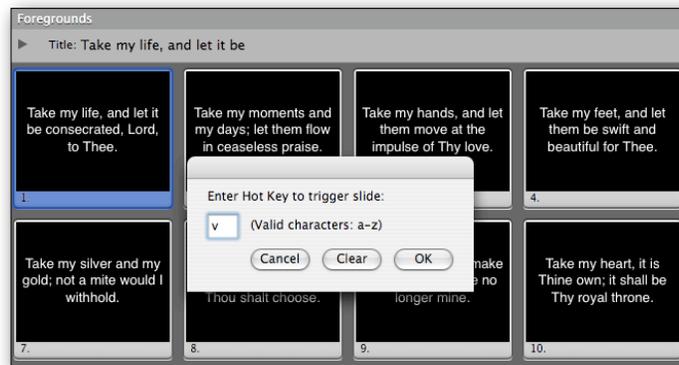
### 3.6 Quick Edit

Oftentimes in worship presentations, you won't notice a text formatting problem until the presentation has already begun. In the past, changes were difficult to accomplish on the fly. It is for this reason that we created "QuickEdit". QuickEdit allows you to edit slides right in-line with the presentation and allows you the flexibility to continue to select and make other slides live while you make your edits. To enter QuickEdit mode, right- or control-click on the slide you wish to edit and select "QuickEdit". Now, you can edit the slide and continue to click on other slides. When you are finished making your edits, click the close box on the lower right of the chosen slide.

### 3.7 Hot Keys

ProPresenter can assign a hot key to a slide. Right-click (control-click) on the slide you wish to assign a hot key and select "Set hot key". Enter a letter value (A-Z) and click OK. From then on, pressing that character on the keyboard will trigger that slide.

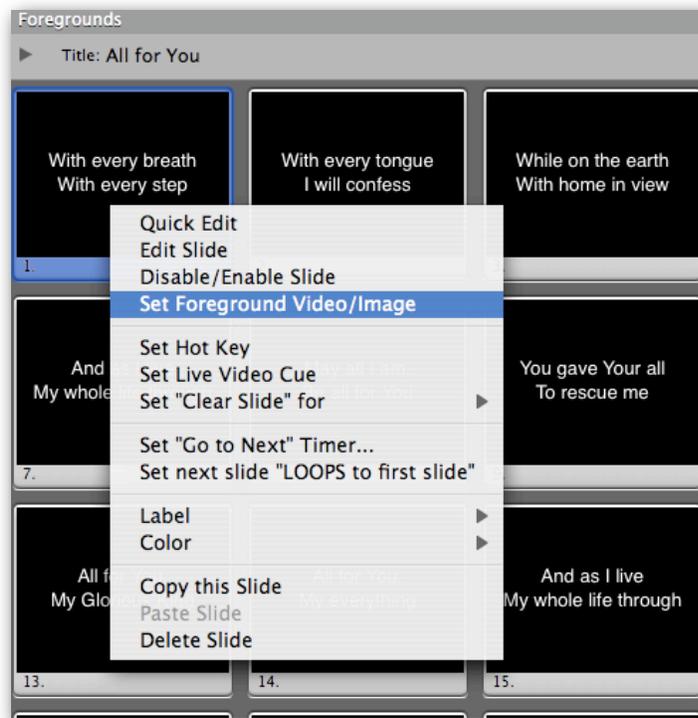
Entering a number from the keyboard will prompt the hot key trigger indicator to open. To select the slide corresponding to the number entered, press return. For example, if you want to choose slide number 12, enter the following key strokes. Press the number 1 key. Press the number 2 key and press enter/return. You will have two seconds between key strokes to enter another value. After two seconds, if the enter/return key has not been pressed, the hot key trigger window will automatically close. Pressing the escape key will also close this slide selection overlay.



### 3.8 Working with Foreground Media Elements

If you wish to display videos with or without audio, audio files, or still graphics that will float above chosen background elements, you can do this by creating a new blank slide, right- or control-clicking on the slide you wish to attach this element to, and selecting "Add foreground media element" from the menu that appears.

This will bring up a file selection dialog box. After choosing the media element you wish to add, a thumbnail of this element will be shown and, when the slide is made active, a timeline will appear below the presenter panel with playback buttons.



To remove this foreground media element from the slide, control- or right-click on the slide and select "Remove Foreground Element".

You can channel a video standard signal ("good as tape") from your video file to an output component like the computers Firewire Port or a third part SDI card. Check the "Enable Output Device" button under the Foreground Video Playback Settings in Display Preferences. You will then need to select the Output device and mode from the pulldown menus. Once selected, any

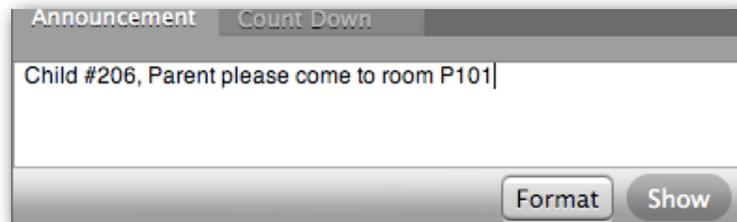
foreground movie triggered will direct the video out through its chosen device. The "Auto Start Video" option determines whether a Foreground video will play immediately, or wait for user a user to press the "Play" button.



**NOTE:** When using the Output Component for foreground videos it is important that your videos be in a format that is readable by the chosen component. Failure to use standards recognized by the chosen component could result in unpredictable behavior. (ie. DV for Firewire, DVCProHD for HD-SDI...)

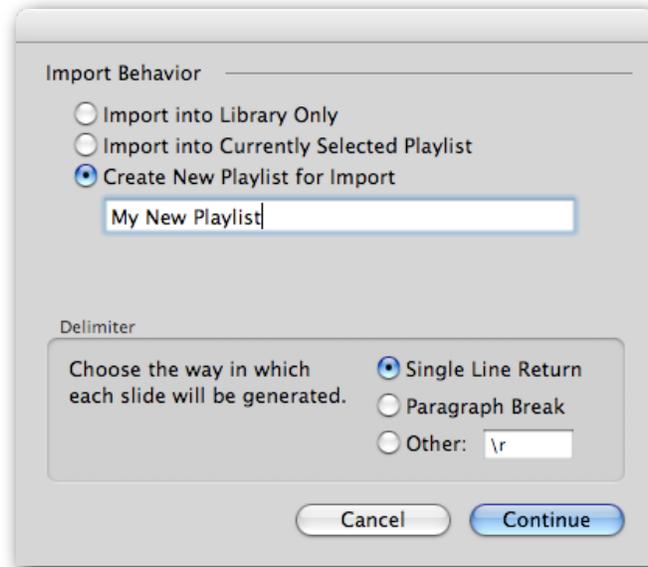
### 3.9 Quick Announcements

If you have a need to alert parents of a problem with their child in the nursery or have other needs to display a text message quickly on the screen, you can use ProPresenter's Quick Announcement feature. By typing text into this box and clicking the "show" button, you can quickly display any text separately from the main presentation. You can pre-define the style and look of this announcement by clicking the "Edit" button.



### 3.10 Importing and Exporting

ProPresenter recognizes many export file formats from various Lyric/Worship Applications and can easily be imported into the ProPresenter Library. All files should be in a "Text" (.txt) format. Select File->Import->Import Presentation and choose the file from the dialog box. Every imported file will be added to the library. You will be prompted to choose to add the new import to only the Library, an existing playlist or create a new one on the fly.



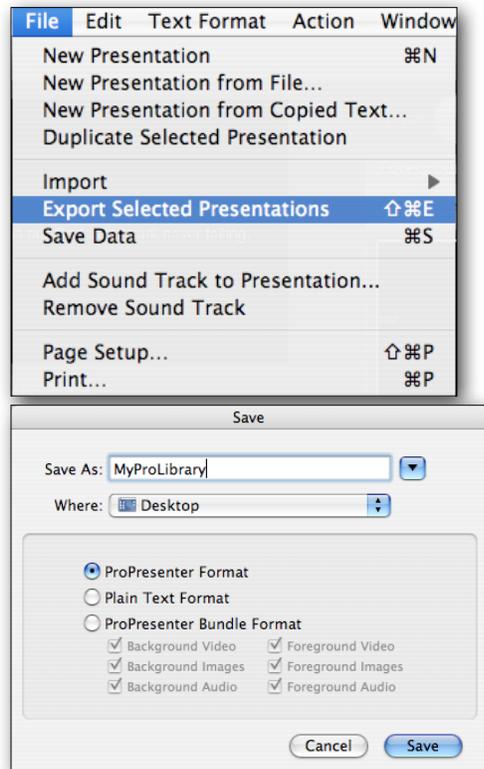
You will also choose a "delimiter" or slide separator. This determines how the slides are created: one slide per line or one slide per paragraph or double line return. You can also elect to designate your own. For instance, you can create a text file that has some unique key sequence (ie. #####) that will become the delimiter/separator between slides.

If you would like to backup your presentation library, or just some songs within the presentation library, you can do this easily by selecting File->Export Selected Presentations from the File menu. You may also Right-Click (Control-Click) and select "Export". You will have the option to select the format as plain text or ProPresenter export. The ProPresenter selection will create a ProPresenter3 export file (.pro) that you can transfer from one computer to another.

To import this file, double click on the .pro file OR select File->Import->Import Presentation and select the file from the dialog box.



**Note:** background cues are included in the exported data, but the media to which the cues point are not bundled in the file. It is the responsibility of the user to manage the media file assets.



### 3.11 Print Selected Presentations

The print feature under the File Menu will print all selected Presentations/Songs titles from the Library or Playlist. Text for each slide is included for each title. You have the ability to choose, under Print options, additional attributes to be included in the printed output.

## 4 Working with Background Elements

Background elements are video files or still graphics that will be played beneath text elements. In the "Background Bin", clips can be triggered to play by clicking on the thumbnail from the Layout View, or by clicking on the "Play" button in the List View. Once a clip has been triggered, it will transition according to the Duration Setting and blend onto the screen underneath any text element. In ProPresenter, you can select backgrounds from the "Backgrounds Bin" independently of foreground elements.



**Note:** Audio for background elements will NOT be played through ProPresenter. If you have video or graphics that you wish to play full screen with nothing on top of them, you can follow the directions in Working with Foreground Elements to create foreground slides with media elements.

### 4.1 Adding and Managing Background Elements



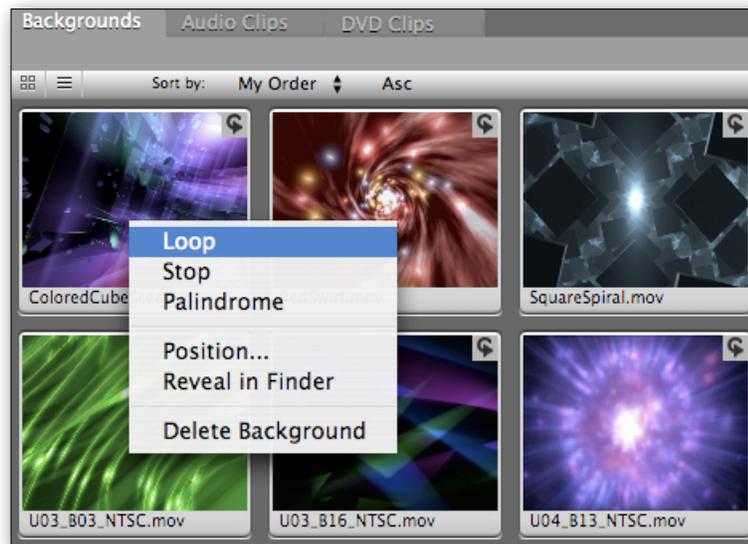
The Backgrounds Bin is accessed by clicking on the Backgrounds Tab found below the Presentation View. To add background elements to ProPresenter, drag the file from the Finder right into the Backgrounds Bin, or if you prefer, click the Add Background button (+) and navigate to your preferred background media file. To move, copy, or delete background elements, you must first select them. To do this, hold down the Command (Apple) key and click on one or more backgrounds.

Once selected, you can delete the slides by depressing the delete key on your keyboard. To move selected backgrounds, drag them to your desired location.

You can choose to select the way in which you view the Backgrounds Bin by clicking on the "View Selection" buttons. These will toggle between the thumbnail view and the table view.

Backgrounds are organized and managed in Playlists. To clear a background from the presentation screen, select "Clear Background" from the top of the Presenter screen.

## 4.2 Background Playback Settings



Each background clip contains its own attribute values for how it is to play. These options include Loop, Stop, and Palindrome. You can change these options for an individual clip by right-clicking or control-clicking a clip and choosing your desired playback method from the menu that appears.

The playback modes are:

- Loop - Loop from starting point
- Stop - Stop the playback head
- Palindrome - Reverse motion at end so the clip will playback forward and backward.

Foreground and background object have independent transition time settings. For backgrounds, this value is entered at the bottom of the window pane. This numeric value is in seconds.

### 4.3 Creating Background Cues

In addition to choosing backgrounds on the fly, you may wish to create a **Background Cue**, which triggers a particular Background when a slide is chosen. While holding down the Command (Apple) key, drag a background from the Backgrounds Bin onto a Foreground slide. This creates a "Background Cue", adding a "BG" icon and thumbnail image to the slide as a visual indicator.

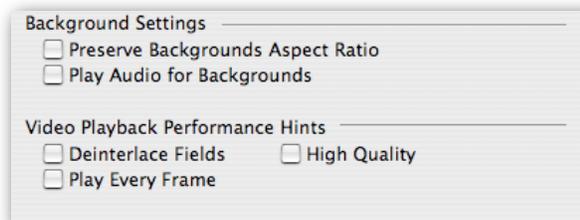


**Note:** Be aware that you are not "Setting a Background" for this slide, but rather "Triggering" a background to play when this slide is selected. All text slides that do not have background cues will display over the currently playing background. You should not assign the same background to multiple slides in a row as this serves no purpose and will restart the background at the beginning of every slide you choose. You can remove a background cue by control- or right-clicking the foreground slide and selecting "Clear Background".

### 4.4 Background Settings and Performance Hints

Backgrounds are intended to be just that. Backgrounds to slides and or audio. The typical execution is to have a background fill the screen, disabling sound/audio. You can elect to change those default settings in the Display Preference under Background Settings.

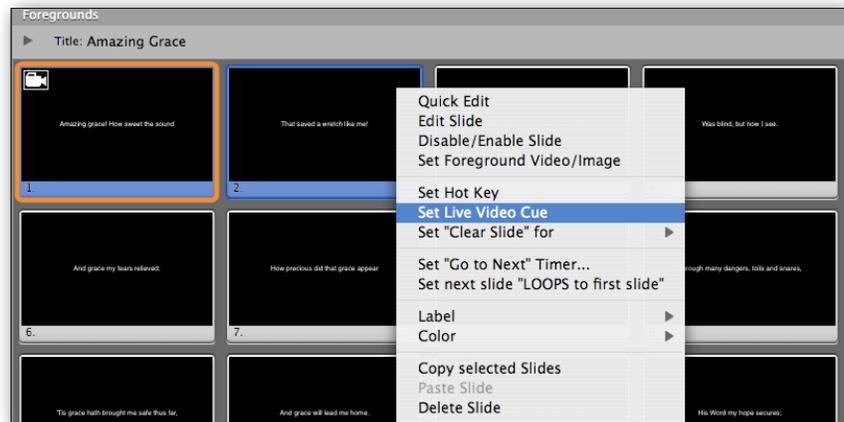
There are many factors that contribute to the Video Performance of backgrounds in ProPresenter. Particularly when dealing with motion backgrounds (Video files). By default, the playback preference hints are disabled allowing optimal performance. Those preferences can also be enabled to effect the overall quality of the visual image.



## 4.5 Live Video

The Live video button (F6 key) will begin a live video session. This removes all elements from the screen and streams video from your input source. If you have a video camera connected via Firewire, this feed will be selected and sent to the back most layer of ProPresenter. The back most layer is important because this allows you to take advantage of images with alpha channels. You can trigger live video, then trigger a background file (png for example) that contains an alpha channel (transparency), and the live video will show through the transparent part of the background image. Text continues to be on the top or front most layer.

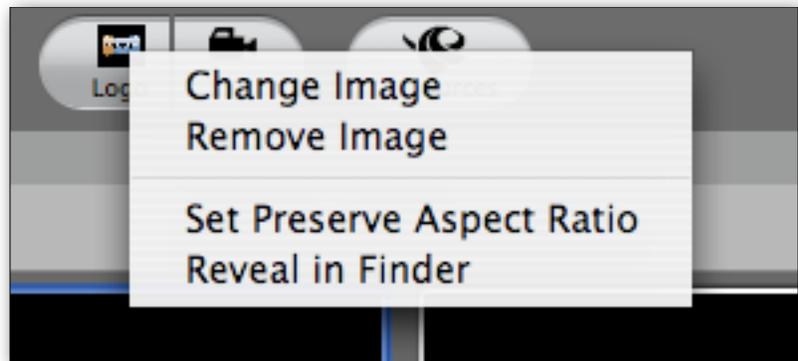
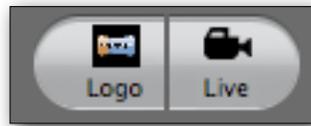
You can set a slide to trigger a live video cue by right-clicking (control-click) and selecting "Set live video cue". By the same method, the cue can be removed. Live video input settings can be set in ProPresenter's Preferences.



## 4.6 Bail to Logo

The Logo button (F5 key) will trigger the "Bail to Logo" feature. This removes all elements from the screen and displays the assigned image file. An image file can be assigned to the Logo button by dragging the file from the finder onto the button or by clicking the Go to Logo field in the Display preference panel and selecting "Add" or "Change Image."

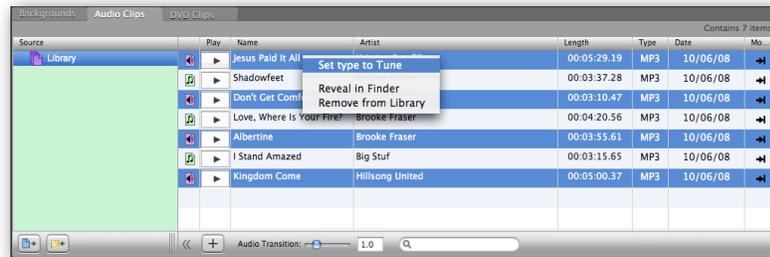
You may further select the way the image handles the aspect ratio, either by filling the screen or preserving the original aspect ratio. .



## 5 Working with Audio

Audio elements can enhance a production using sound just as background elements add to a production visually. There are three basic audio elements within ProPresenter: Sound Track, Sound Effect and Audio embedded in a Video. All audio levels are controlled by the global volume setting. Audio can be triggered by different events and this section will describe each of these.

### 5.1 Adding and Managing Audio



Audio or Sound files can be imported into the **Audio Clips Bin** by pressing the "Add" button or perform a Drag-and-Drop from the Finder or Desktop into the Audio Clips bin. You can also drag-and-drop from the Media Browser or form iTunes.

There are two "Audio Types" that can be imported into the **Audio Clips Bin**:

- **Tunes** - Full song files or audio played back as a Song Track. These will play one at a time and cross dissolve between tune files. They can be played from the Audio Clips Bin, cued from a Slide or added to a presentation for Auto Sequence Playback. When a tune is triggered, the audio control panel will display.
- **Sound Effects** - Short audio files that do not require full audio control. These are triggered from the Audio Clips Bin or cued from a Slide and can be played in multiple succession.

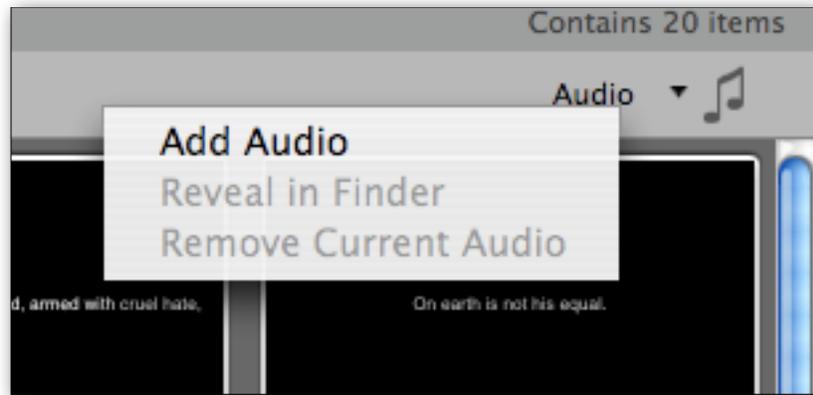
The types by default are selected for you based on audio length but can be changed manually to suit your needs. Right-Click or Control-Click to bring up the menu in order to change an audio files settings.

Audio files are managed in **Playlists** the same way as in the **Backgrounds Bin**. Either file type can be dragged onto a slide to create an "Audio Cue" in the same manner as **Background Cues**. Click on the play button to trigger and audio file from the

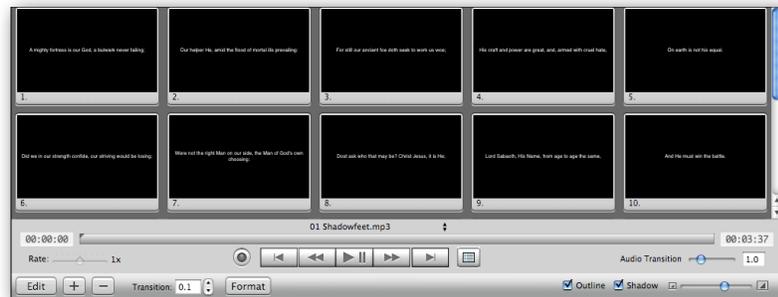
Audio Clips Bin. Use the "Audio Transition" slider to control the transition time between audio files.

## 5.2 Auto Slide Sequencing

Auto Slide Sequence takes an "Audio Tune" and adds it to a Presentation's sound track. This sound track is then used to cue the display of slides and any Background cues associated with that slide. Control Click or Right-Click on the "Audio Track Target" and select "Add Audio" from the popup menu. You can also drag audio files from the Audio Clips Bin, Media Browser or iTunes.



An Auto Sequence Control Strip appears below the Presentation View. Click on the "Record Cue" button to active Song Sequencing and press play on the audio control strip. Every time you click on a foreground slide, a sequence cue will be added. Click on a slide containing text. Continue to click on the same slide. Each subsequent click highlights a word from that slide and saves the cue.



**Note:** You can also use the Space Bar to simulate a slide click, and the arrow keys to move to another slide.

Select the "Cue Table" button to view each Cue in a list. You can make fine adjustments to timing in this table by double clicking on the time entries. Notice in the table view that "Slide Cues" are on gray backgrounds and "Highlight Cues" are on white.

Show slide after selection when checked will select a slide in the Presenter View that corresponds to the selected cue in the Cue Table.

The "Update Time" button will change the time of a selected cue in the table, to that of the current time of the audio playing.

You will often find you audio file plays faster then you can assign cues. While in "Record mode", change the audio rate using the "Rate Adjustment" slider. This will slow down (or speed up) the playback rate allowing more accurate cues.

## 6 Working with Bibles

ProPresenter includes a comprehensive Bible Verse loop up tool. Renewed Vision has dozens of Bible translations and is continually updating our library. Visit our website to download public domain translations, or purchase Licensed translations.

### 6.1 Adding Bibles

The Bible Verse Lookup panel can be accessed by the "Actions -> Bible Verse" menu, pressing Command-Shift-B or clicking the "Bible Search" button. The magnifying glass on the "Bible" tab.

ProPresenter does not come with any preloaded Bibles, but these can easily be added to your library by clicking on the "Download Bibles" link in the Bible tab of ProPresenter or visiting Renewed Vision Online Store.

Public Domain Bibles are free to ProPresenter Users. Other Bibles require the purchase of a License. When a new purchased Bible is installed, it will appear in the Bibles pulldown menu. The first time a Bible is opened, you will be presented with an information panel containing your registration information. Enter your "Unlock" code in the appropriate field to start using the Bible.



## 6.2 Bible Verse Lookup

Enter your search criteria in the appropriate field: Book, Chapter, Verse(s). The results will be displayed in the "Verse Results" field. This can be edited for line spacing and custom indenting. Select the "Format" button to open the "Bible Verse Format Editor". Here you make your standard style selections. These will be used to display the verse(s) on screen when the "Show" button is pressed.

You may select the verse numbers check box to add verse numbers indicated by a subscript, and the verse reference check box to generate the **Book Chapter:Verse-Verse** (right aligned).



## 6.3 Save Bible Verses

Bible Verse results can be saved and stored in the ProPresenter Library data base. There are four options when saving Bible Verses. ProPresenter can parse the results field and generate slides by Verse, Paragraph (double return), by line or All on one slide. These saved Bible presentations can then be added to a playlist by dragging it onto a playlist just like any other presentation. Just click on the red Bible button to display these options.

## 7 Working with the Count Down Timer

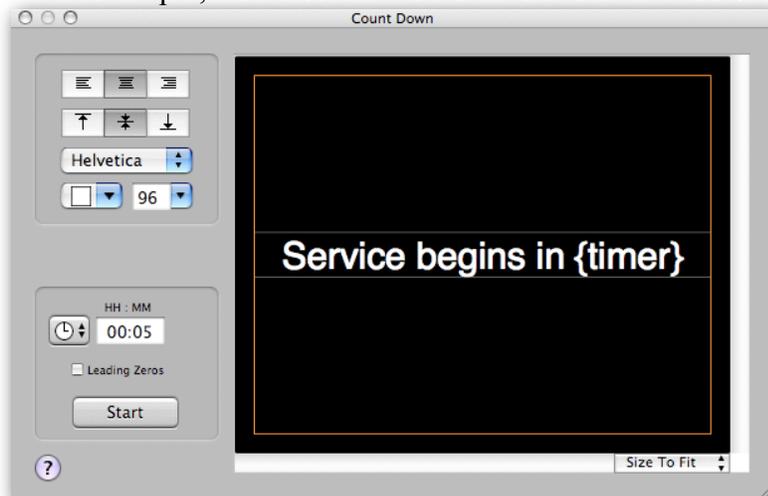
ProPresenter has the ability to display a count down timer. This timer can be customize just like any other slide both with text styles and backgrounds.

### 7.1 Setup Count Down Timer

The quick count down timer can be accessed in the "Count Down" tab located next to the quick "Announcement" tab. The time duration is set by hour and minutes and is triggered by the "Start" button. You may enter text into the countdown text field to add an additional message to the countdown timer.

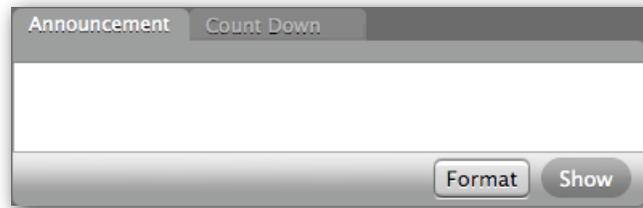
There are two essential components of the Count Down Timer.

1. The tag: {timer}. When designing your count down timer, it is necessary to include this tag in the body of the count down text, as ProPresenter will replace that tag with the proper clock.
2. A duration setting. This will consist of Hours : Minutes. 01:30 for example, would set a timer for one and a half hours.



If the "{timer}" tag is not present in a count down text message, it will automatically be appended to the text.

To remove the Count Down Timer from the screen, press the "Clear All" button. Selecting the "Clear Text" button will remove only the text of the timer.



## 7.2 Timer Settings

In order to adjust the text style of the timer itself, make the proper adjustments to the tag "{timer}". Like all other slides in ProPresenter, you can drag a background media element to the Count Down editor window to set a background cue. Press the "Start" button to cue the timer (and its background cue if applicable). The time will now behave like any other foreground slide. You can dynamically change backgrounds by triggering them from the backgrounds bin. Select the "Clear Media" button to remove the cue.

The "Leading Zeros" check box will enable/disable the clock format. Thirty minutes with leading zeros would appear as: 00:30:00. Thirty minutes without leading zeros would appear as: 30:00.



## 8 Working with DVDs

ProPresenter provides the ability to playback DVD content from a DVD disk directly within the application itself. There is no need to use a separate DVD player or other DVD software to playback movies. Further more, ProPresenter adds the capability of creating clips from a DVD by selecting in and out points, and saving those settings to the DVD bin.

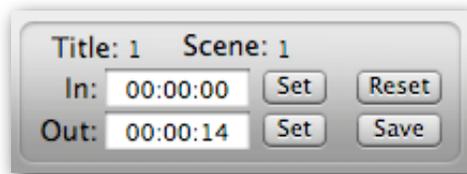
### 8.1 Save DVD Clips

DVD clips are stored in the Media bin under the DVD tab. To create a DVD clip, first insert a DVD disk into your computers DVD drive. Once the disk is mounted, ProPresenter will have full access to playback DVD video. Select the "Add DVD Clip" button.

The DVD Control window will open giving you access to the DVD. Navigate your DVD Menu by either clicking on on the DVD screen from ProPresenters DVD Control window, or using the Navigation control buttons.



Select in and out points from the Cue panel located next to DVD controls using the "Set" buttons. Once you have selected the IN and OUT points, click on the "Save" button. A panel will open allowing you to give your clip a Bookmark Name and DVD Title Name.



Your new DVD clip is now saved and located in the DVD bin. You can toggle between the DVD Control window and Full screen Mode using the Window control buttons next to the User Navigation buttons.



**Note:** The Set Cue buttons will ONLY appear in the DVD Control Window. During playback of a DVD clip, the DVD controls will appear in the Presentation view allowing control of the DVD clip, but NOT allow for the saving of clips.

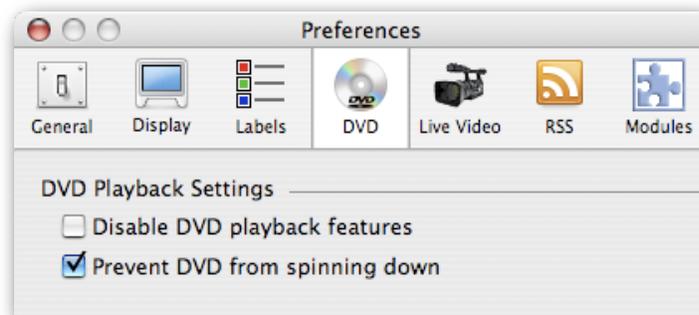
## 8.2 Display DVD

The playback of a clip is triggered by clicking on the Play button from the DVD bin table. ProPresenter will automatically output the display to your output screen. Full screen playback requires a secondary display connected. If you do not have a secondary display (Projector, monitor, etc.) the DVD will playback in ProPresenters DVD Control Window.

Similar to the process of assigning a background loop to a slide, you can hold down the Command (Apple) key and drag a DVD Clip to the Presentation window. ProPresenter will create a NEW clip with the reference to the DVD clip. You can then click on that slide to trigger the playback of the DVD clip. When a DVD clip is playing, the Preview window of ProPresenter will display a DVD icon, indicating a DVD is in the process of playing.

## 8.3 Prevent DVD Spin Down

ProPresenter has an option to prevent a mounted DVD from spinning down. This will increase the performance of a DVD clip because your computer can access the DVD data very quickly. This will, however, decrease the length in which a laptops battery will hold a charge. For this reason, this feature can be disabled in DVD preferences.

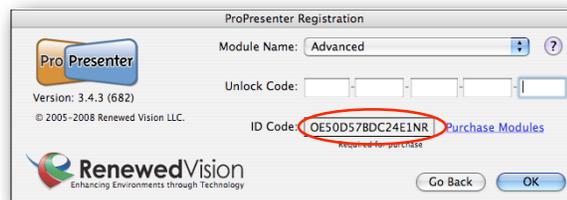
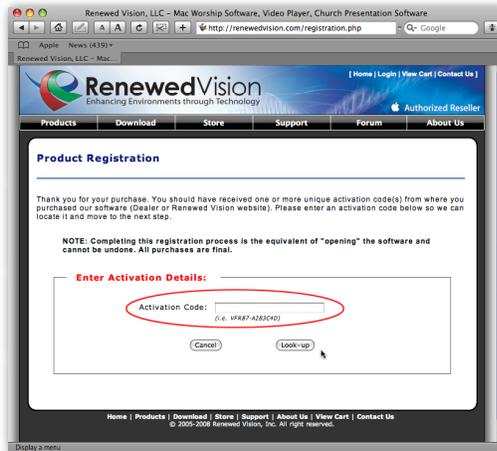


## 9 Working with Modules

ProPresenter has access to some advanced modules. These are add-ons you can purchase from our website to extend the functionality of the standard software.

### 9.1 Registering Modules

To register a module, go to [www.renewedvision.com/registration](http://www.renewedvision.com/registration) and enter the activation code that was sent to you by Renewed Vision or a dealer as well as the ID code that is found when you select from the program menu: ProPresenter->Registration... Click on the "Modules" button and select the Module you wish to add from the pulldown menu.



If you are planning to add a module to the current computer, click on the link "Click to purchase Modules". This will navigate

your web browser to the Renewed Vision Online store with the current selected Module. You will then proceed through the purchase process. An unlock code will be automatically generated and sent to your email address.



**Note:** If you plan to purchase a module for a machine other than the one you are currently on, you will need to retrieve the ID Code for the target machine. This is located in the module section of the registration window. You will then enter that code in the proper field during the purchase process from our online store.

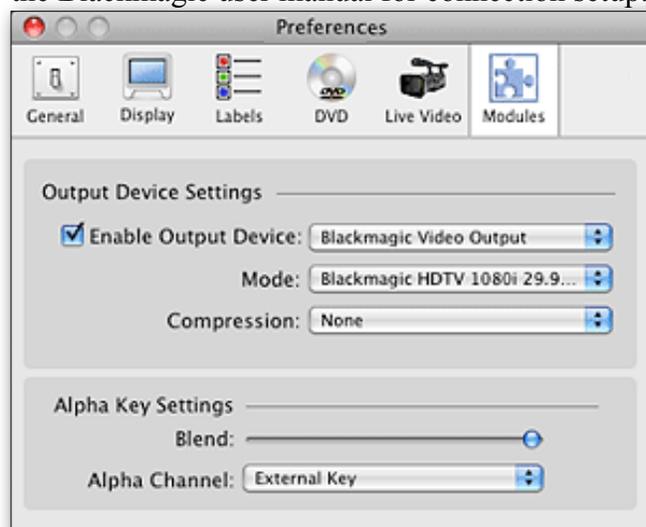
## 9.2 Key and Fill

The Key/Fill module is designed to work exclusively with Blackmagic HD/SDI video cards. (<http://www.blackmagic-design.com/>) Select "Blackmagic Video Output" from the Output Device pulldown menu. Next, select the Mode.

The most common settings:

- Blackmagic NTSC/PAL 10 Bit
- Blackmagic HDTV 720p 59.94Hz
- Blackmagic HDTV 1080i 29.97Hz

You will then select "External Key" from the Alpha Key Settings. This will enable ProPresenter to channel the Fill signal and a separate Key signal out of the Blackmagic Video Card. Refer to the Blackmagic user manual for connection setup.



## 9.3 Advanced Module Bundle

### 9.3.1 Extended Video Output

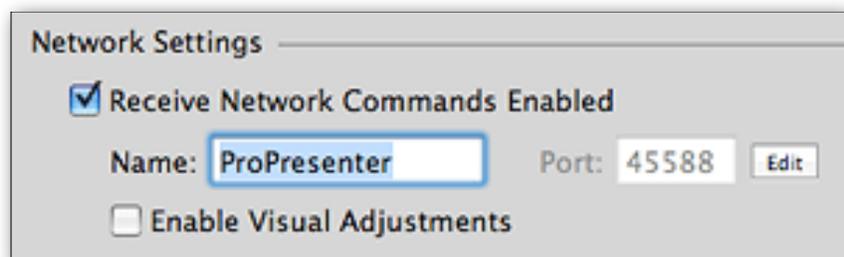
This module takes advantage of Quicktimes component architecture. It will allow you to select a secondary output to which ProPresenter will send the output signal. You can send a DV stream out through the firewire port or take advantage of an SDI card installed in your Mac tower. (Mac Pro or G5)



### 9.3.2 Network with ProVideoPlayer

This extends the functionality of ProPresenter to pair with ProVideoPlayer (PVP is a video mixing system with multi-screen capability, a Renewed Vision product). PVP has the capability to network multiple machines. ProPresenter Network Module allows PVP to control the backgrounds bin remotely. This will allow the ProPresenter operator to concentrate on lyric presentation, and the PVP operator to control the backgrounds separately from ProVideoPlayer.

Enter a Unique name for the network module, select whether PVP will control the visual adjustments of the backgrounds (i.e. Hue, Saturation, Contrast...) and enable the module by selecting the "Receive Network Commands" check box.



## 10 ProPresenter Short Cuts

### ProPresenter Menu

- **Open Preferences:** Command - ,
- **Hide ProPresenter:** Command - H
- **Hide Others:** Command - Option - H
- **Quit ProPresenter:** Command - Q

### File Menu

- **New Presentation:** Command - N
- **Import Presentation:** Command - R
- **Import Background:** Command - Shift - R
- **Export Selected Presentation:** Command - Shift - E
- **Save Data:** Command - S
- **Show Data File in Finder:** Command - Option - S

### Edit Menu

- **Undo:** Command - Z
- **Redo:** Command - Shift - Z
- **Edit Slide / Done Editing:** Command - E
- **Duplicate Slide:** Command - Shift - D
- **Cut:** Command - X
- **Copy:** Command - C
- **Paste:** Command - V
- **Paste as Rich Text (Keep styles):** Command - Shift - V
- **Select All:** Command - A
- **Deselect:** Command - D
- **Spelling Panel:** Command - :
- **Check Spelling:** Command - ;
- **Special Characters:** Command - Option - T

### Special Options while Editing Slide

- **Create New Slide with Remaining Text:** Option - Return
- **Send Remaining Text to Next Slide:** Option - Shift - Return

### Text Format Menu (Only Active in Edit Mode)

- **Show Fonts:** Command - T
- **Bold (Font Dependent):** Command - B
- **Italic (Font Dependent):** Command - I
- **Underline:** Command - U
- **Bigger:** Command - +

- **Smaller:** Command - -

#### **Action Menu**

- **Clear All:** F1
- **Clear Text:** F2
- **Clear Background:** F3
- **Clear Audio:** F4
- **Show / Hide Announcement:** Command - Shift - K

#### **Window Menu**

- **Close (Panels Only):** Command - W
- **Show / Hide Output Window:** Command - 1

#### **Help Menu**

- **ProPresenter Help:** Command - ?

## 11 ProPresenter FAQs

### 1) What are the system requirements for ProPresenter?

ProPresenter runs exclusively on Apple's MacOS X - 10.4 (Tiger) and above. The system requirements are as follows:

- **iMac (Intel or PowerPC G5), MacBook Pro, MacBook, Mac Pro, PowerMac G5.** Will work on some G4's, but not guaranteed or supported.
- **1GB of RAM**
- **Dual video support** - standard on PowerMac, PowerBook, and ALL Intel based Macs except for the Mac Mini (read information about G5 iMac, iBooks, and Mac mini below)
- **Core Image-capable graphics card** - Video card with a programmable GPU (All Intel Macs)

\* iBooks and iMacs (G5, not Intel) are shipped from Apple with hardware that is capable of supporting two independent displays. However, Apple only enables 'mirroring' mode which means that when you connect one of these systems to an external display, it shows exactly what's on the internal display (like a mirror). Both ProPresenter and ProVideoPlayer require 'spanning' which is a configuration that allows for the desktop to be extended (or spanned) across a secondary display providing additional desktop space, not just mirroring it. If you have one of these older systems that can only mirror, there is a freely available hack that will enable spanning and works on most systems. It's called [Screen Spanning Doctor \(http://www.rutemoeller.com/mp/ibook/ibook\\_e.html\)](http://www.rutemoeller.com/mp/ibook/ibook_e.html) and while we cannot guarantee it will work for you, we have found it to be quite reliable. Be aware that if you do choose to install it, you do so at your own risk.

**The Mac mini is NOT supported.** While this device has enough horsepower to run ProPresenter, it has only one video out and dual video support is highly suggested to run ProPresenter (operator screen and an output screen). There are ways to work around this with a Dual or TripleHead2Go, but it is a hack and NOT recommended. Try it at your own risk, but we do not support this implementation. You can also theoretically set up your presentations in ProPresenter and use arrow keys to navigate through your presentation, but this is not suggested.

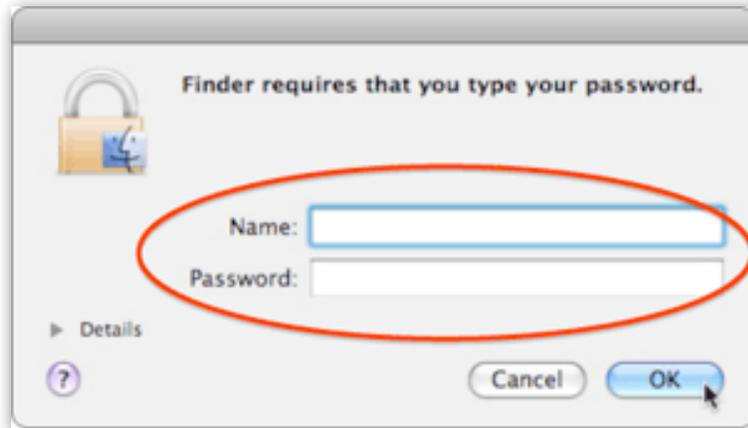
## 2) Lost Unlock code/Registration, how do I retrieve it?

You can retrieve registration information for all your Renewed Vision software products by going to the link below. Enter the eMail address that was used to complete the purchase. We will find all products purchased using that eMail address and send all results to that eMail address. The same link is also found under the "Help" menu within ProPresenter.

Go to: [www.renewedvision.com/support.php](http://www.renewedvision.com/support.php)

If the email address has changed (i.e. that person and email no longer work for your organization), then you must call us to have it updated.

## 3) What's my username and password?



This is the Mac OS X authentication window. It appears any time a change to the hard drive is attempted in an area which requires administrative privileges, such as writing a file. It's the same window you have to complete when doing any System Software Updates or software installations. The user name and password are referring to the administrative login information and have nothing to do with ProPresenter. It's always best to be logged in as the original administrative user when attempting to register a copy of ProPresenter.

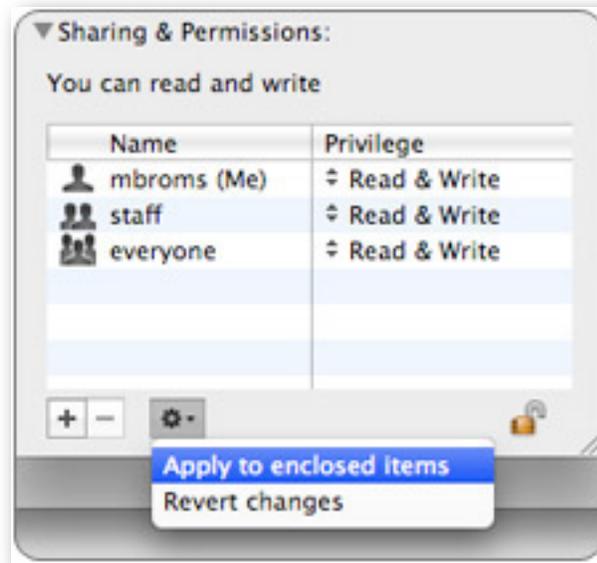
During the registration process, if you successfully enter your name and unlock code ProPresenter will write this information to your drive so that next time you launch the program, you won't have to enter it again. Once successfully written, ProPresenter will be able to access it no matter which user is logged in.

If it wasn't written the first time, it was due to a permissions issue with the operating system and the issue will persist. OS X is very secure, but permission settings can go astray occasionally which requires them to be reset manually. If you experience this problem, please see the next FAQ below to learn how to correct this problem.

**4) I have to enter my unlock code every time I start ProPresenter, how do I fix that?**

This is likely a permissions issue with OS X. Follow these steps to correct the problem:

- Quit ProPresenter.
- Go to the root of your computer (your harddrive). Select: / Library/Application Support/Renewed Vision.
- Open the Renewed Vision folder and single click on the ProPresenter Folder. If there is no such folder, go back up a level and single click on the Renewed Vision folder. If there no Renewed Vision folder, you have a more significant permissions issue - call us to discuss.
- Select from the file menu: File -> Get Info.
- At the bottom of the info panel is a section named: Sharing & Permissions. You may need to click on the arrow to expand this area. You will need to unlock the panel by clicking on the "lock" icon (in the bottom right corner) and enter your admin name and password.
- Change the permissions so "everyone" has Read & Write privileges. Be sure to click the "Apply to enclosed items" action (it's an action in Leopard vs. a button in Tiger) as pictured below:



- Also change the permissions on the Renewed Vision folder itself in the same manner.
- Launch ProPresenter and enter your unlock code again. It should save it without issue resolving the problem. You can test this by quitting and launching again.

#### **5) I entered the unlock code for a Bible but I get an error.**

This is likely due to the same permissions issue with OS X as described above. Follow these steps to correct the problem:

- Quit ProPresenter.
- Go to the root of your computer (your harddrive). Select: / Library/Application Support/Renewed Vision.
- Open the Bibles folder and single click on the Bible which is causing problems.
- Select from the file menu: File -> Get Info.
- At the bottom of the info panel is a section named: Sharing & Permissions. You may need to click on the arrow to expand this area. You will need to unlock the panel by clicking on the "lock" icon (in the bottom right corner) and enter your admin name and password.
- Change the permissions so "everyone" has Read & Write privileges.
- Also change the permissions on the Bible folder itself in the same manner.

- Launch ProPresenter and enter your unlock codes for each Bible.

**6) I notice latency when using live video through firewire. How can I get rid of this?**

In short, latency is inherent in the decoding and re-encoding of video obtained through firewire. This is the case in all software using firewire for video input. While we do have this feature available, we still recommend live video and keying be handled in a video switcher. This is the proper way to handle live video, and we implemented this feature in ProPresenter for environments where latency is not as much of an issue (overflow rooms, etc). ProPresenter does support video input via SDI, using a Blackmagic or other similar card, and this methodology produces less latency.

**7) What version of QuickTime should I use?**

This answer varies with each release of QuickTime from Apple. All testing indicates that 7.5.5 is a solid Quicktime release and is recommend for Pro users.

**Warning:** Quicktime 7.5 has a bug that effects Foreground Movies in ProPresenter 3.3.5 and earlier. Upgrade to 3.3.8 if you have problems with foreground movies and Quicktime 7.5

Watch this FAQ for updates when a new version of QuickTime is released. We test new versions as soon as possible to let you know whether or not they are problematic.

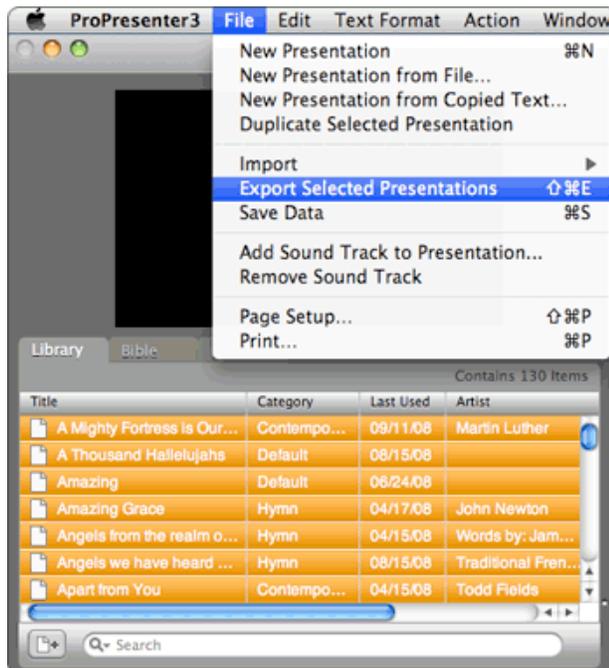
**8) Is ProPresenter compatible with Leopard? (OS X 10.5)**

ProPresenter 3 works great with Leopard and is actually recommended as the latest version of Tiger (10.4.11) is subject to occasional anomalies that can't be determined. We recommend using the latest version of Leopard (v.10.5.2) and QuickTime (7.4.1) as they remedy a number of issues created by earlier versions.

**BEST PRACTICES FOR UPDATING.** Apple introduces frequent updates. On the Mac people are accustomed to just clicking the update button when it pops up telling you of system

software updates - it's just so easy. Unfortunately though, our most frequent source of major bugs and issues are caused by Apple and their system software updates (OS X and QuickTime namely). So try to break that habit and start a new one by NOT updating blindly and checking our site first. Our mantra is: **DON'T FIX WHAT ISN'T BROKEN!**

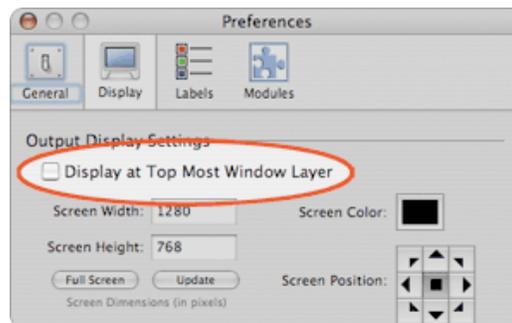
**BEFORE YOU UPDATE**, it's good practice to back up your song library if for any reason you experience trouble opening your ProPresenter Library after upgrading. To do this, click on a song in the Library. From the EDIT file menu, click "Select All". Then from the FILE menu, click "Export Selected Presentations". This will create a file containing all of your presentations. Should you have a problem with Leopard, remove the file in your user folder: /Library/Application Support/Renewed Vision/ProPresenter/ProPresenter3.rvd (Move it to the trash). Should you need to restore, just double click on the "Export" file. This will restore your library. Note: You will have to recreate your playlists.



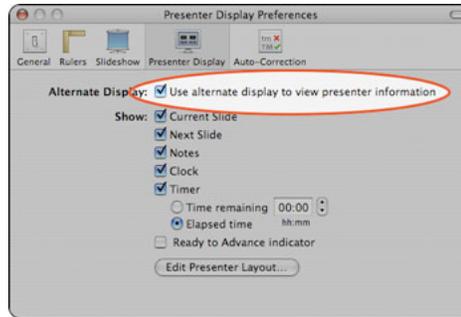
## 9) Can you use ProPresenter with KeyNote or PowerPoint?

Yes, switching between either of these applications and ProPresenter works great. There are a few settings you need to configure as outlined below, however, so you can switch between applications seamlessly without your audience knowing.

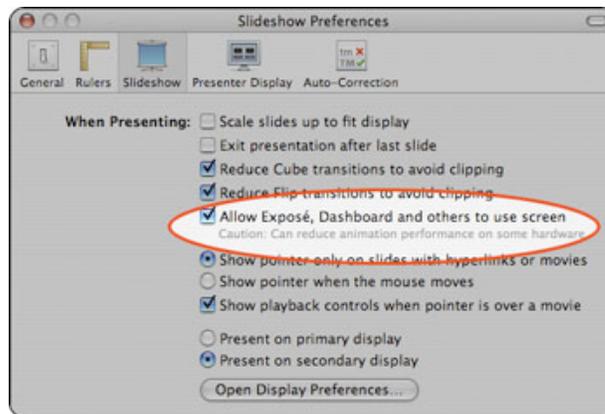
First, you need to be sure you have ProPresenter's output window (the secondary display the audience will be viewing) set so it won't override all other windows as shown below (UNCHECK "Display at Top Most Window Layer"). This feature eliminates the issue of a user accidentally dragging a window onto your secondary display and having it appear to your audience. However, it will also override any other programs secondary display window, such as PowerPoint or KeyNote, so it must be disabled to use these programs in conjunction with ProPresenter. With this setting disabled, the output of these programs will take precedence over the ProPresenter screen (lay on top in the forefront). It's best to leave ProPresenter while on a generic screen (black or church splash screen) and start the slide show with the same screen as there is no way to cross-dissolve when switching programs.



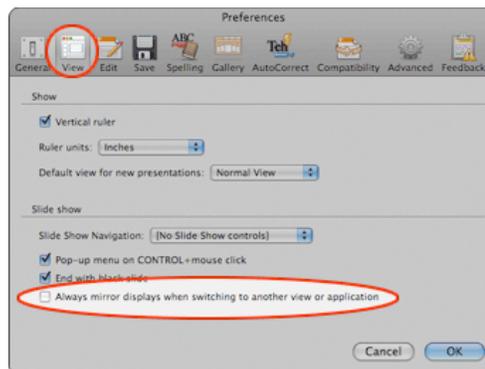
For Keynote, be sure you have it set to present your slide show on the secondary display as shown below (in its Preferences window).



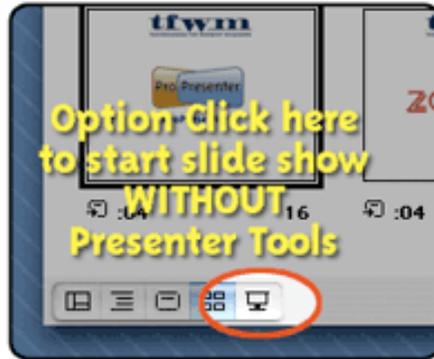
In order to be able to switch back and forth between ProPresenter and Keynote, be sure the following Preference is selected (similar to ProPresenter's setting above):



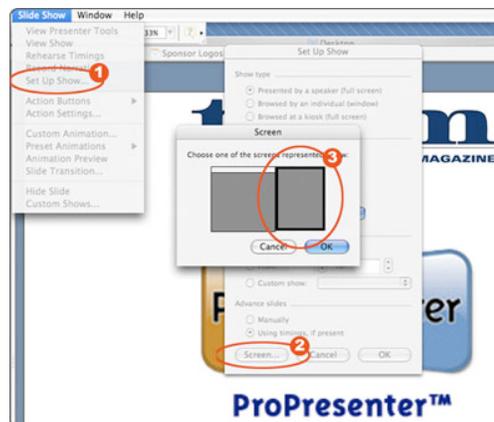
For PowerPoint 2008, be sure you're running it with the latest [Mac Service Pack 2 \(12.2.0 or later\)](#) installed, which corrects a screen mirroring issue that earlier versions use to cause. Without this updated version, you cannot switch successfully between programs without PowerPoint automatically reconfiguring the displays to mirroring mode when in a slide show (a very bad thing). Change the Preference indicated below:



If you're running PowerPoint 2007, there is a work around for the mirroring issue mentioned above. In PowerPoint, there is an feature known as the Presenter Tools. This function shows the presenter some information on their internal screen (time remaining, next slide, etc.). If you have the Presenter Tools showing and switch to any other application, PowerPoint will change your display settings to mirroring mode which can really mess things up. Again, this is a Microsoft issue with ALL applications on the Mac, not just ProPresenter or PVP. You are able to avoid this by starting up your slide show WITHOUT the Presenter Tools screen. You do this by **"option"-clicking** the start slide show button found in the lower left corner of PowerPoint.



Be sure you have PowerPoint set to present your slide show on the secondary display as shown below.



**NOTE: Use of PowerPoint or Keynote is not possible with video output cards (Blackmagic, AJA) as these cards are not accelerated video cards. As such, if you are using the Alpha Keyer module or Advanced module, the switching mentioned here will not send the PowerPoint or Keynote signals to the video output card.**

### **10) Why is my live video feed delayed?**

All video is delayed if it is processed by anything (computer, switcher, scaler, etc.). This is known as latency. There are two kinds of latency - acceptable and distracting. Even a \$100k switcher will have latency, but probably only a frame or two. Due to compression/decompression requirements, using a live video feed from a FireWire camera through a computer is probably the worst case scenario. This standard was designed for simplicity, not speed. Before video even leaves the camera itself it has been delayed as a result of compressing the video signal into DV. Using an SDI input method will reduce this latency, but you must have a MacPro tower and SDI card to accomplish this. Despite the inherent delays, we offer this feature because it's been highly requested, our competition has it (though subject to all the same issues), and in some cases it doesn't matter, such as for overflow rooms. Plus it's free.

We tend to recommend against doing live feeds through a computer. The problem with this is not a software issue, but a hardware one. All video manipulation methods have latency, even if you're using a \$100,000 switcher. Going through FireWire and the computer is usually the worst. As such, the feeding of a live video image into PVP, ProPresenter, or any other software package for that matter is best left to a video switching device, which our customers use with great results. Hence the criticism of this type of feature.

### **11) Can you use ProPresenter and/or ProVideoPlayer with Intel Macs?**

ProPresenter, version 3.0 and higher, is a Universal binary and works great on all Intel Macs. ProPresenter 2 is not available as a Universal Binary since the tools to do so remain unavailable. However, we have tested it with the Intel Macs and found it to work well (utilizing Rosetta), with no known issues. Therefore,

we support all versions of ProPresenter on Macs with Intel processors.

**12) Can you build a playlist for service and preview what is next in order?**

Yes, click on the Add Playlist button at the bottom of the Playlist view to create a new Playlist. Drag and drop Presentations from the Library over to your new Playlist.

**13) Does ProPresenter allow you to build a song database?**

Yes. And because you have complete access to your song database, you can add songs at any time without exiting the presentation.

**14) Can you display videos directly from ProPresenter?**

Absolutely, what's more... if you want 'as good as tape' quality, you can stream the digital signal from the foreground videos over the Firewire port to a DV to Analog converter box, allowing video to be seen in its native format without being 'processed' by a computer and a scan converter (which often desaturates the video depending on the quality of the scan converter). While generally unnecessary, those organizations looking for that extra little bit of quality can get through this method which is unavailable from any of our competitors. Additionally, we support output via SDI with the advanced module.

**15) Does ProPresenter support nursery alerts-and if you have to switch back and forth between KeyNote, can you easily display nursery alerts from both KeyNote and ProPresenter?**

ProPresenter's Announcement function is made for this purpose and allows you to enter in nursery alerts without impacting any of your other song libraries, as well as show and hide the nursery call independently of the presently shown song slide. You cannot, however, show ProPresenter generated nursery alerts over Keynote or PowerPoint slides.

**16) Does ProPresenter have built in scripture support?**

Yes. Scripture support is available with over 50 Bibles to choose from. This can either be done on the fly, or in pre-programming as the program allows you to save Scripture verses just like songs.

**17) Our order of worship quickly changed from Video to songs to Powerpoint or Keynote presentations- any issues in making seamless transitions here?**

Not at all, especially when used in conjunction with a switcher to fade out during the transition and back in when complete.

**18) What video formats are supported?**

Anything QuickTime recognizes is playable within ProPresenter (which includes DV, Sorenson, H.264, and more including uncompressed video). As of January 2006, the freely available Windows Media player plug-in from Flip4Mac will allow even your Windows Media files to play back within ProPresenter. The speed of your machine and the type of compression will dictate how smoothly the videos playback. Playing back MPEG 2 video requires the purchase and installation of the QuickTime MPEG-2 Playbac Component from Apple.

\*\*Please read the following FAQ for info on getting smooth playback from your ProPresenter station.

**19) Why does my purchased stock video not play back smoothly?**

Smooth playback can be effected by the Codec (short for compressor/decompressor) used for compression and the Data Rate of the compression settings. Movie clips that you receive from a manufacture are set to the highest quality possible. Original files from various manufactures should be compressed for optimum playback for the target machine. We have found Sorenson 3 and DV produce a nice balance between high quality and high performance. For HD playback, you should use H.264 or PhotoJPEG (50% or middle quality) on faster systems (Core 2 Duo) as they are processor intensive and require the extra power (avoid these on slower/older systems). Uncompressed clips using PhotoJPEG at 100% will not play back well on any machine as this is raw, highest possible quality footage (i.e. Digital Juice Jumpbacks), so be sure you have recompressed them before trying. For the most reliable playback, use either the DV or Sorenson3 codecs. DV will be seen in the drop down codec list as either "DV - NTSC" or "DV/DVCPPro - NTSC".

While MPEG1 clips that often come from download services (such as Barna, SermonSpice, WorshipFilms, Digital Hotcakes, MediaShout, etc.) will play, they are not reliable and will often not play smoothly. It's an old, GOP based codec that has been updated twice, first by MPEG2 and now MPEG4. Playing back MPEG2 videos require an additional \$19 plug in from Apple for QuickTime (due to licensing fees the MPEG association charges vendors which are passed onto the consumer). All our software is based on the QuickTime architecture, not WMA which runs AVIs. To get the desired playback out of old MPEG1 clips, we suggest either contacting the manufacturer you purchased your clips from and ask to download Quicktime versions (which most have) OR convert these clips into QuickTime movies using the above mentioned Codec(s). See FAQ below for instructions on doing so.

#### **20) How do you delete backgrounds from the Backgrounds Bin?**

Hold down the command key (the one with the apple on it), click to select a slide, and hit the delete key. You may also Right-Click (Control-Click) and select Delete Background.

#### **21) How do I convert from MPEG format or from a DVD into QuickTime movies that play well in ProPresenter?**

There are a number of tools available to convert MPEG files into QuickTime files. A great single movie or batch conversion utility called Compressor comes with the Final Cut Studio suite or there are numerous other 3rd party applications you can use (Cleaner 6, Squeeze 4, Flip4Mac, Compression Master, etc.). You can also try QTAmateur which is a **free** batch conversion utility from Michael Ash.

The easiest method for converting a DVD to a Quicktime movie would be to use either MPEG Stream Clip or Hand Brake.

We recommend using DV or H.264 compressors with these tools. The PhotoJPEG codec also works very well, just make sure you set it to MEDIUM quality as any higher settings have minimal benefit and can bog down your computer.

## **22) Where did the ProPresenter font from version 2.x go and what was it called?**

One of the standard fonts that we were able to include in the previous version of ProPresenter was called **Triplex (Bold)** from [www.emigre.com](http://www.emigre.com). This is a very good looking font and was quite popular.

## **23) How does ProPresenter compare to other products?**

ProPresenter is used by some of the most well-respected and influential churches in the country and around the world. Our focus on high quality, stable and easy to use applications, over quickly crafted marketing bullet point features, defines the reputation we have earned.

Customers switching from other products to ProPresenter praise its ease of use and it's media handling. Video playback is better than most other competitors, and the interface is designed for volunteers. This advantage has only improved with ProPresenter 3, our latest release.

Specific features that Pro has beyond the ease of use, smooth video playback and stability are:

- Independently control backgrounds and text slides... this enables you to have as many backgrounds within a song as you wish.
- Smooth video cross dissolves
- Video playback through SDI or Firewire outputs
- What You See is What You Get slide previews... the entire interface shows exactly what a slide will look like when made live so you can see text formatting/line returns and make changes before making a slide live
- Fully searchable song database
- QuickEdit feature allows you to edit or reformat slides while still clicking on other slides to make them live
- Dynamically generated count down timer

While we hope this helps, we encourage you to take a look at ProPresenter for yourself with the free demo available from the "Download" link above.

## **24) How can I get a clean key of text over other video sources with my switcher?**

First of all, all switchers work differently. You will want to consult with your switcher's manual to find exact instructions for adjusting the key settings.

While the act of "chroma" or "luminance" keying seems somewhat simple (you're just taking a color out of the video image), to get a good key is more complicated than this. The first step to achieve a good key is to make sure you have the hardest edges possible in your text and graphics. This means you should set the Text Shadow blur radius to 0 in the Preferences window and use keyable graphics that have hard edges (in the case of lower third graphics).

Once these settings are completed, you need to look at the threshold and edge settings for the key on your switcher. The threshold is specifying how much variance in the selected color you are allowing for the key... the higher the threshold, the lower the tolerance for other hues of the color to key. The edge option generally specifies how much of a blur you want around the keyed edge. There are no magical numbers or advice I can give you on these settings... you must go through a trial and error process with your particular switcher.

## **25) Does ProPresenter run on Windows computers?**

No, ProPresenter is only Mac-based. We write software specifically for the Mac for two reasons: 1) the tools that are available to us as developers on the Mac are first rate and allow us to build quality features into our products far more easily than we could on the PC, and 2) the stability and security of the Mac platform make an exceptional foundation on which to build our tools.

We had the difficult choice to make a couple of years ago to write applications for both the Mac and the PC, or to pursue just the Mac-market. Ultimately, we want to make the best software possible for our customers. By focusing on what we believe to be the best platform, we can add new features more quickly without being burdened with the task of developing for two different platforms.

If this would be your first Macintosh purchase, let us assure you that many have made the transition before you successfully and are now not only our biggest advocates, but huge advocates for the Mac as well. You'll find Macs integrate well into mixed-computer networks and ultimately provide a better user experience for you and your users. For more information, please give us a call.

## **26) JPEGs (jpg) show as a white image.**

Still images in ProPresenter run within the QuickTime environment. This limits their resolution to either 2k (2,000x2,000) for MacBooks and Mac minis, and 4k for MacBook Pros, MacPros, and iMacs. So if you see a blank white image when you expected to see that nice picture from your 6mp camera, try sizing down the image to under 2k. You will not lose any noticeable resolution when displayed since your output is likely far less than these sizes and would be resized anyway during output (i.e. if your secondary output display / program screen is set to 1024x768, your 6mp, 2848x2136 image would be sized down to 1024x768 as it goes out the card). So ideally, just re-size the image to the same size as your output display resolution is set to (800x600 or whatever).

Also, since images display using the QuickTime engine, they must be using the RGB color space that the video world uses (not CMYK that the print industry uses).

## **27) Can I play back parts of a DVD from within ProPresenter?**

Yes! ProPresenter 3.2 released in early November 2007 included many free upgrades to our users, including DVD playback. You can set in and out points of the DVD clip you want to play in pre-production, and call the clip up on the fly during the service

## **28) How do I install/duplicate ProPresenter on another Mac?**

To begin, install ProPresenter on the new system the same way it was done on the first by downloading the latest version from our site, dragging the application to the Applications Folder as instructed, and launch and enter your Unlock Code.

If you want each ProPresenter installation to remain consistent throughout your organization, it's best to choose one machine in particular to be the "Master" station that incorporates all changes. The best way to duplicate one complete installation of ProPresenter to another Mac begins with Media Management. We recommend placing all your media clips into one location and suggest using the "Movies" folder within your "Home" folder since every user has such a folder (like they do a "Pictures" folder and a "Music" folder). Feel free to sub-categorize it within your Movies folder by creating a folder called "ProPresenter Media" (whatever name you wish). Once you get into the habit of organizing all your media content into this folder and then adding that media to ProPresenter, you've won half the battle. ProPresenter stores only the paths to media, not the actual media itself. So when you want to recreate your ProPresenter installation on another Mac, you will start by copying this entire media folder into the respective location on the new Mac so all paths will resolve properly.

Next, you need to move the existing ProPresenter database file (and thumbnails) to it's corresponding location on the new Mac. Another easy way to locate these files is to have ProPresenter show it to you. With ProPresenter running, click on the File menu, hold down the Option key, and choose the "Reveal Data in Finder" item. The database file will appear in a Finder window (ProPresenter.rvd) along with your Thumbnails folder. Go up one level to the folder containing these items and copy this whole folder. Place it in the same respective location on the new system (~ Your User Folder/Library/Application Support/Renewed Vision/ProPresenter).

Once both steps have been completed, you will have created an exact duplicate of your Master system on the new computer.

## **29) What version of QuickTime do I have installed?**

This can be determined by using either QuickTime Player or the latest version of the ProPresenter 3. Just launch one or the other and look in the respective "About" boxes under menu item with the name of the program ("QuickTime Player" or "ProPresenter").

**30) I can't add videos purchased from iTunes.**

Protected videos from the iTunes store will NOT play in ProPresenter due to programming restrictions put in place by Apple. Until they change this policy and limitation, the videos can not be supported. However, protected music WILL play fine.

**31) How do we get YouTube videos into ProPresenter?**

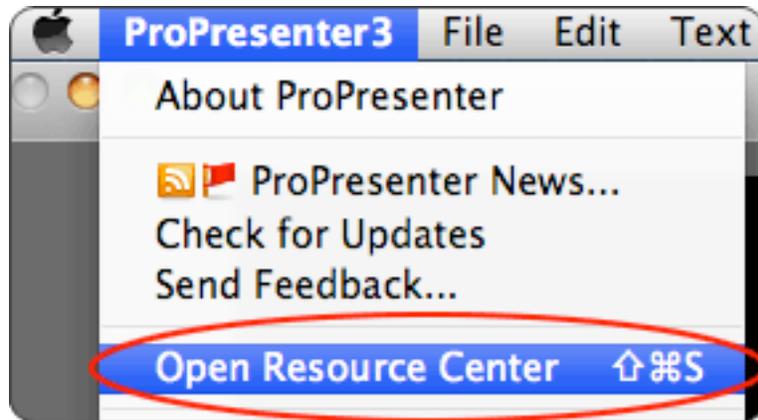
This is done by digitizing YouTube videos into QuickTime movies on your local machine. You then treat them like any other QuickTime movie and drag and drop them into ProPresenter for playback as a foreground video. To begin, you need a tool to facilitate creating these digital movies. There are numerous available. Below are three to choose from: Tooble, TubeStock, and Vixy.net.

**32) Can I run ProPresenter and ProVideoPlayer on the same machine at the same time?**

Technically, yes, you can do this, but it is NOT possible to do this in the way that most people want to do it. You cannot overlay ProPresenter words over ProVideoPlayer's output within the machine, nor can you output ProVideoPlayer's output feed on a different output than ProPresenter's output. For all practical purposes, these should be used on two different machines.

**33) Does ProPresenter support importing lyrics from Song Select (CCLI)?**

Absolutely. ProPresenter 3.4 and higher supports an internal browser so you can browse and download SongSelect.com lyrics right inside the software. You can also download song lyrics through any browser and then import them into ProPresenter separately. ProPresenter supports importing a single song or an entire folder of song text files all at once.



**34) When I play a foreground video, I can hear the audio, but don't see any video.**

This is the bug that was introduced with Quicktime 7.5 when using any version of ProPresenter older than v.3.3.6. All subsequent versions of ProPresenter are not affected by this. Just download the latest version and everything will work as it should.

**35) If we try the software and don't like it, do you offer a refund?**

The purchase of the ProPresenter software generates an Unlock code to enable its unfettered use. Once this code has been generated, it cannot be "un-generated". This is the equivalent of opening a shrink-wrapped piece of software purchased from a retail outlet, which the industry widely accepts as non-returnable/non-refundable.

**We offer a FREE demo of our software** that has no time or feature limitations (protected only by a watermark on the output screen). This allows any potential customer to thoroughly test the software before spending any money. We **HIGHLY** encourage this. As such, we do not offer any refunds for purchases under any circumstances. **All sales are final.** If you have questions about this policy, please email [sales@renewedvision.com](mailto:sales@renewedvision.com).

Hardware purchased from this site is covered by manufacturer warranty and therefore not eligible for return or refund.

**36) Do you offer any discounts? (education, migration from another product, church/non-profit, etc)**

Our products are largely made for non-profit organizations and have been priced to represent the best value possible for the functionality of the product. As such, there are no discounts off of the listed price of the software. In effect, everyone gets the non-profit price!

**37) How do I import songs from my previous worship presentation software?**

ProPresenter is great at importing text documents (including Microsoft Word). Since there is no standard file type for song lyrics, the default is plain text in a structured format (as commonly seen in CCLI). Therefore, to import anything into ProPresenter from any other program, you first need to export all song files as text from your existing solution. Not all worship software allows for easy exporting as text and every developers database is proprietary, so we can't easily interpret and transpose a competitor's data. This is why all songs must first be converted to a cross-platform plain text document. Some do help facilitate this, however, as outlined below.

Once you've exported from your existing worship software and moved that file or files over to your Mac (via thumb drive or the network), importing into ProPresenter is the same from any source as outlined at the bottom of this FAQ.

**Exporting from MediaShout (quick and easy):**

MediaShout makes this easy with a built-in function. Just follow the steps below.

- Choose Shout Singer -> File -> Export Songs -> Shout Singer Text File

- Choose Destination file
- Name your file -> Next -> All Songs

\* Uncheck the "Save as Unicode" box (will not work right unless you do this)

- Export / Save file and move it to your ProPresenter machine (via thumb drive or network)

- Skip to last step below "Import into ProPresenter".

#### **Exporting from Easy Worship:**

- EasyWorship has no simple way to export text built-in like MediaShout, but there is a tool you can get that will do this for you. It's called "[EasySearch](#)" and it integrates into EasyWorship providing a function to export all songs as text. We're not PC experts, so you'll have to read about it yourself and figure it out. The only alternative to this is to copy the text of each song and paste it into a Word document (one song per document). ProPresenter can import multiple documents at a time.

#### **Exporting from PowerPoint:**

- There is no fast way to export from PowerPoint, but it can be sped up. For every song you have, open it in PowerPoint and view it in Outline mode. From here you can "select all" and copy this text into a Word document (one song per document). ProPresenter can import multiple documents at a time.

#### **Importing from Other Presentation Software:**

- Look at the respective user manual or call the developer to inquire about the easiest way to export all songs as plain text documents.

#### **Import into ProPresenter:**

- From the File menu, choose "Import Presentation"
- Locate the .txt file
- Choose "Import into Library" and select "Paragraph break"
- Finish by clicking the Continue button and ProPresenter will import the file(s).