



mediashareTM mini

Simply Connect, Save & Stream
Se connecter, partager et télécharger, tout simplement

User Manual • Guide d'utilisation



connect your own drives!

connect up to 4 drives and easily
access them from anywhere

connectez vos propres lecteurs !

connectez jusqu'à 4 lecteurs et accé-
dez vos lecteurs facilement de
n'importe où

share your photos!

easily create & share photo
albums with family & friends

partagez vos photos !

créez et partagez facilement
vos photos albums avec votre
famille et vos amis

stream media!

wirelessly stream photos, music & video
to other digital devices

téléchargez vos médias !

téléchargez vos photos, votre
musique et vos vidéos vers d'autres
appareils digitaux



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Revision History

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Important Note

Note that it is necessary to remove drives connected to MediaShare Mini using the “Eject” feature. Pulling a drive from a USB port without using “Eject” may result in potential data corruption.

Using “Eject”

1. Navigate to the Media Library and select the drive to be removed in the Media Sources area as shown in **Figure 1-1** where drive “Verbatim HD” is selected to be ejected.
2. When the drive is highlighted a blue circle and arrow will appear. Click on this circle to see the options menu as in **Figure 1-2**. Select “Eject” in this menu.
3. A message will appear asking to confirm. Select “Yes” to complete the operation.

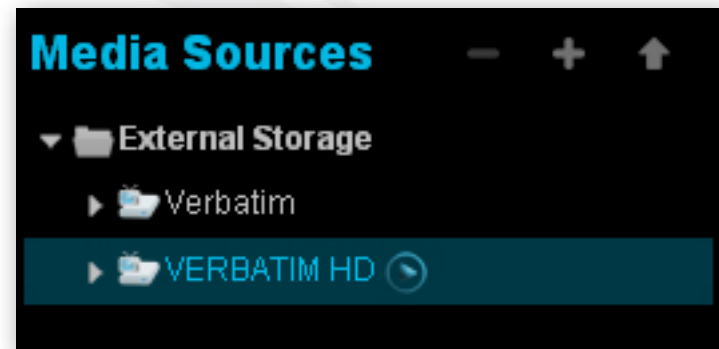


Figure 1-1 Selecting a drive

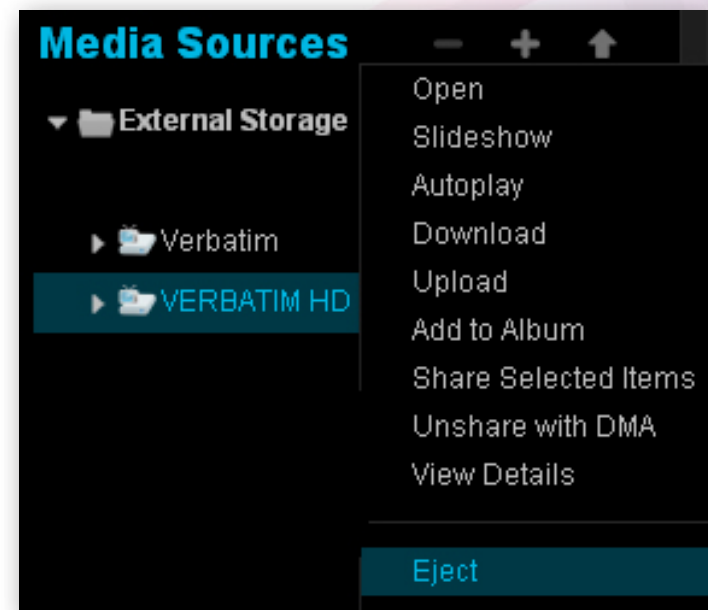


Figure 1-2 Selecting “Eject”



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MediaShare Mini Hardware Overview

Front Panel

The front panel of the MediaShare Mini includes status LED's to indicate the active/inactive status of the system along with the status of drives connected to any of the USB ports.



Status LED	Purpose	LED Status
Right LED	Power/System Status	Solid Blue: Ready status Blink Blue: System starting or shutting down Solid Red: System Error Blink Red: System Update in progress
Left LED	USB Port Activity	Solid Blue: USB Drive connected Solid Red: USB Drive error



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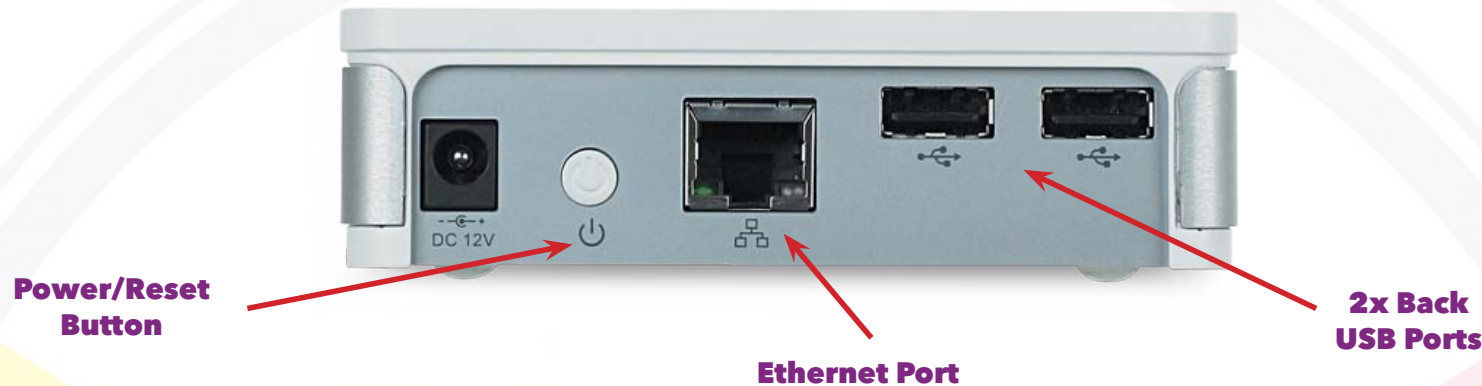


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Back Panel



LED and Connector Descriptions

The function of each MediaShare Mini item is described in the following table.

Location	Item	Activity	Description
Side	USB Ports (x 2)	Plug an external device into the USB port (USB Storage or USB Printer).	Upload, download content from a connected USB drive. Print to a connected USB Printer.
Back	USB Ports (x 2)	Plug an external device into the USB port (USB Storage or USB Printer).	Upload, download content from a connected USB drive. Print to a connected USB Printer.
Back	Ethernet Port	Plug ethernet cable into port located on back of unit to router.	Connect to your router. Gigabit Ethernet connection.
Back	Power/Reset Button	Push button on back of unit to turn on and off.	Turn on the MediaShare Mini: Press the power button to turn on. Turn off the MediaShare Mini: To correctly shutdown your MediaShare Mini, press and hold the power button for 2-3 seconds. The blue light on the front panel will blink before shutting off.
		Push button on back of unit to turn on and off.	Push and hold the power button for 10 seconds or more. The blue light on the front panel will blink rapidly to reset before shutting off. Pushing will reset MediaShare Mini to factory default settings.
Back	Power Cable Socket	Plug power cable into socket located on back of unit.	Provide power to the MediaShare Mini.



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Accessing MediaShare Mini

MediaShare Mini can be accessed in several ways. Depending on your needs and location, you can use one or all of the following methods to access your MediaShare Mini.

Local Access

MediaShare Agent

The MediaShare Agent is software installed on a PC or Mac and is available from the bottom menu bar. See “Using MediaShare Mini Agent” to learn more about this tool. Also during installation, a shortcut icon on your desktop is added that directly opens the MediaShare folders. This is a drag-and-drop interface just like any other file or folder on your hard drive and is available on demand from the shortcut. See Chapter 2, “MediaShare Agent” for more information.



MediaShare Mini Agent icon



Navigate to
My
MediaShare
Mini (www)

Mapped Drives

In a Windows XP, Vista, 7 environment, the MediaShare agent automatically maps a drive letter to MediaShare Mini after a user logs in using the agent. If there are any connected USB drives these will be seen as folders under the mapped drive letter. Using the mapped drive option provides a simple drag-and-drop interface available from within My Computer.

Local Area Networking

Using default network browsing tools (such as My Network Places), any system connected to your home network will recognize the MediaShare Mini as a computer in your Workgroup. To access MediaShare Mini on your LAN, open a browser and enter: **http://<Mediashare Mini IP Address>**.

Remote Access

Drives connected to a MediaShare Mini can be accessed over the Internet using any web browser, which means you could take a notebook computer anywhere with wireless network connectivity and securely reach across the Internet to your private data at home.

To access and remotely copy files to and from your MediaShare Mini:

1. Go to **http://www.myverbatim.com** and login to your MediaShare device.
2. Enter your **MediaShare Mini Name** that you selected when you set up your device.
3. Enter your **Username** and **Password** that you created during Setup.
4. Click **Sign In**.



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Mobile Access

iPhone / iPad

Mobile access to MediaShare Mini connected drives and content is possible on the iPhone using either the free to download App or Safari browser.

Using iPhone App

1. Download the app from the Apple App Store by searching for the term "Hipserv". "Hipserv Viewer for iPhone" is the app name.

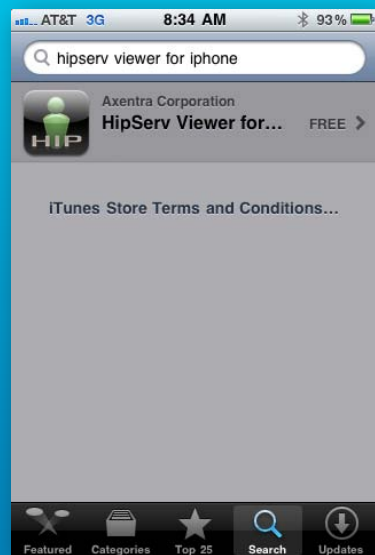


Figure 1-3 HipservApp on Apple App Store

2. After opening the App, click on "Add Account"



Figure 1-4 Adding Account on App

3. Enter the following details;

Portal Name: www.myverbatim.com
Hipserv Name: Enter the MediaShare Mini name for your device. This was created when you initially set up MediaShare Mini.
User Name: Enter the MediaShare Mini user name for login.
Password: Enter the password associated with the user name.

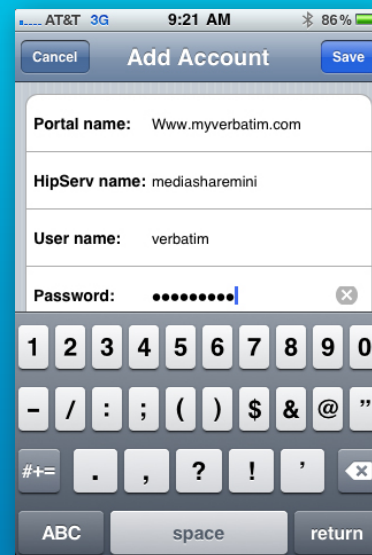


Figure 1-5 Adding Account Details

4. Click "Save"

5. Your MediaShare Mini name and login will now be visible in the main screen of the App. Touch the login details to automatically connect to your MediaShare Mini.

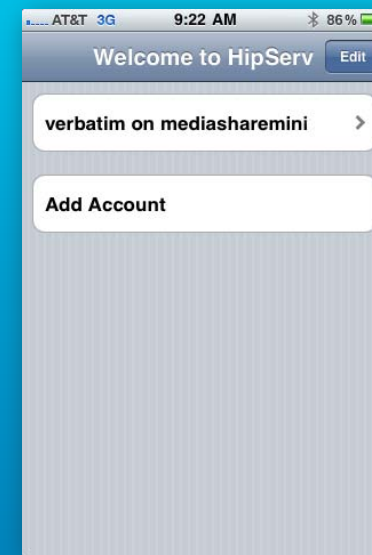


Figure 1-6 Account Setup Complete

Using Safari Browser

6. Go to **www.myverbatim.com**
7. Enter the **MediaShare Mini Server name, User Name** and **Password**
8. Click on **"Sign in"**

BlackBerry, Droid & Other Smartphones

1. Open the Internet Browser application on your phone
2. Go to **www.myverbatim.com**
3. Enter the **MediaShare Mini Server name, User Name** and **Password**
4. Click on **"Sign in"**
5. **Note:** BlackBerry users may need to click on the message "Continue to your MediaShare" if you are not automatically redirected to the MediaShare Mini landing page after logging in.

Resetting Your MediaShare Mini

Your MediaShare Mini system may need to be reset if you forget your user id or password.

Reset from the CD

1. Insert your MediaShare Installation CD and run **mediashareminisetup.exe**. You do not need to uninstall the software before resetting the system.
2. Click the **Documentation, Tools** and **More** button.
3. Click **Reset Tools**



Figure 1-7 Selecting "Reset Tools"



- After selecting Reset Tools the setup program will identify the IP address of the MediaShare Mini on your network as seen below. Make a note of the IP address.

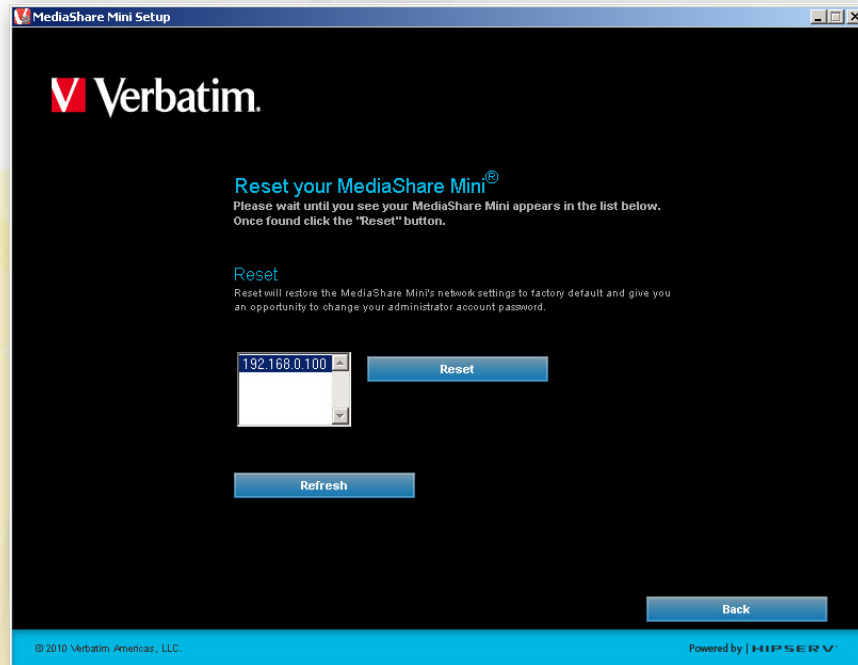


Figure 1-8 IP Address of MediaShare Mini to be reset

- Select "Reset"
- After selecting "Reset" the following message will appear:

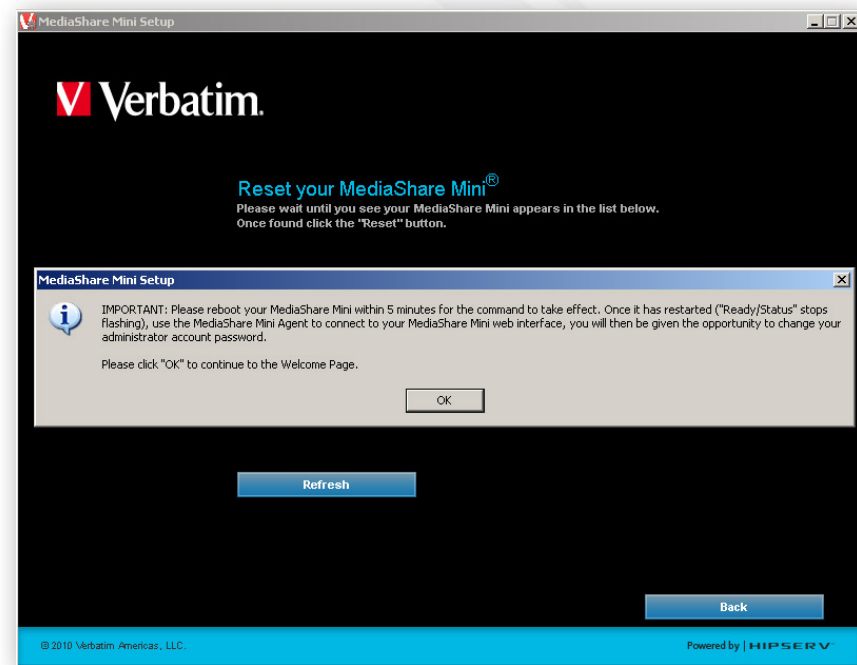


Figure 1-9 Reboot MediaShare Mini after Selecting Ok

- Power off MediaShare Mini. Power on again.
- Open your browser and input the IP address associated with MediaShare Mini. The following message will appear (see Figure 1-10).

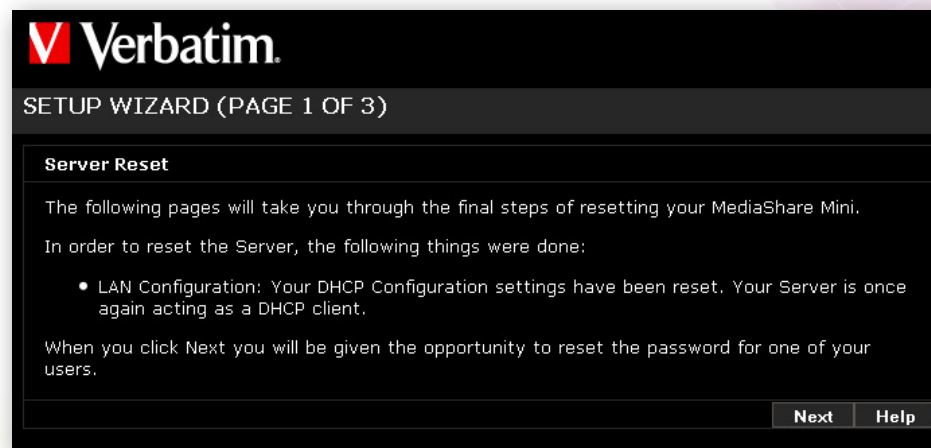


Figure 1-10 Page 1 of Reset

9. Select “Next” and the following screen will appear (Page 2 of 3):

The screenshot shows the Verbatim Setup Wizard on Page 2 of 3. The title bar is "Verbatim SETUP WIZARD (PAGE 2 OF 3)". The main section is "User Management" with the instruction: "Choose the account that you wish to reset the password for (usually this will be your own administrator account).". Below this is the "Choose Account" section with two input fields: "User Name:" with a dropdown menu showing "verbatim" and "Display Name:" with a text box containing "verbatim". A note states: "This name is shown to guests when they view your shared files and photos." The "Password" section follows, with the instruction: "Enter a new password to change the user's password." It has two input fields: "Password:" and "Confirm Password:". A note below says: "Passwords are case-sensitive." The "Account Properties" section has two checkboxes: "Make this an Administrator account" (checked) and "Let this user access the FamilyLibrary folder" (unchecked). Explanatory text for each checkbox is provided. At the bottom right are "Back", "Next", and "Help" buttons.

Figure 1-11 Page 2 of Reset

10. Select the username for which you would like to reset the password. If this is an administrator account be sure to leave the “Make this an Administrator account” selected. When complete select “Next” to see the following screen (Page 3 of 3):

The screenshot shows the Verbatim Setup Wizard on Page 3 of 3. The title bar is "Verbatim SETUP WIZARD (PAGE 3 OF 3)". The main section is "Reset Finish" with the text: "You have now completed the reset wizard for your MediaShare Mini." Below this, it says: "There are still some things that you might need to take care of in the MediaShare Mini Administration Center:" followed by a bulleted list: "LAN Configuration: You should review your MediaShare Mini's LAN configuration and re-apply any changes you made before resetting your Server." At the bottom, it says: "When you click Finish you will be taken to the Sign In screen." At the bottom right are "Back", "Finish", and "Help" buttons.

Figure 1-12 Page 3 of Reset



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11. Select "Finish". After doing so you will be taken to the login page in your browser for MediaShare Mini where you will be able to login to your account.

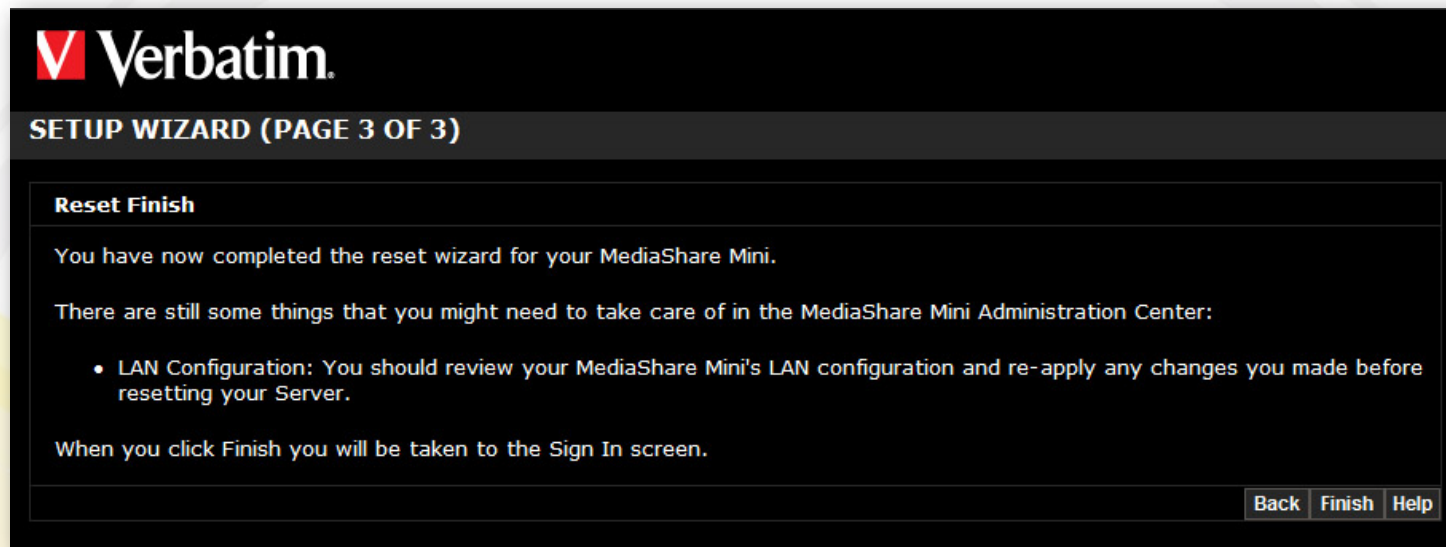


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Power/Reset Button

1. Push the power/reset button on the back of your MediaShare Mini for at least 10 seconds or more.
2. MediaShare Mini will be reset.
3. Follow steps 8 to 11 as described in the previous section on "Reset from the CD".

Note: If you do not know the IP address associated with MediaShare you can easily do so by using the MediaShare Mini Agent. The IP address will be located in the "Preferences > Advanced" area.



Power/Reset Button



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Using MediaShare Mini Agent

Step 2 on the Setup CD installs the MediaShare Mini Agent. The Agent runs in the background and provides a convenient means to allow you to map a drive letter, explore folders, open your browser to use the MediaShare Mini Application, or check for updates. MediaShare Mini Agent icon resides on your system tray (PC) or dock (Mac), and normally appears when you start your computer.

Right-click the MediaShare Mini Agent icon to display menu options. Selecting “Preferences” option allows you to also check for software updates to the desktop applications. Some options vary between a Windows PC and Mac. For example, login status along with Login and Logout options will only be shown on a Windows PC.

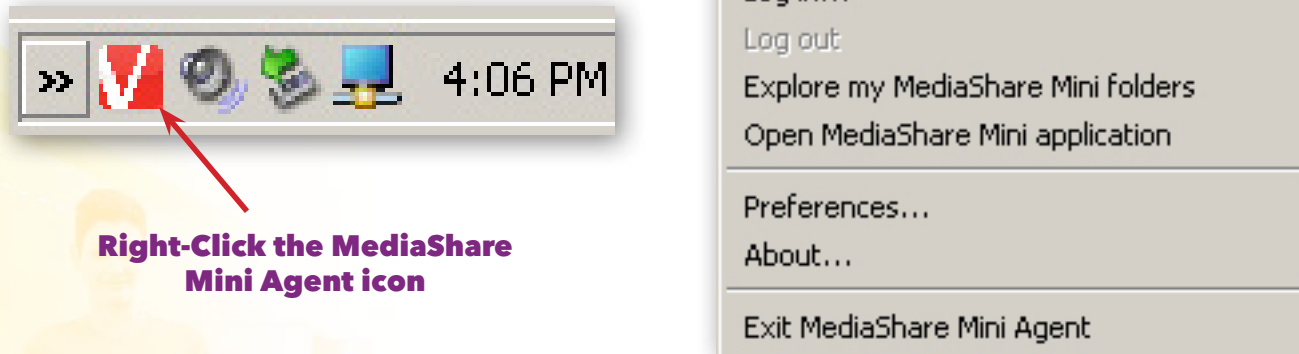


Figure 2-1 MediaShare Mini Agent Icon and Menu on a PC

Starting the MediaShare Mini Agent

MediaShare Mini Agent automatically appears when you start your computer. If you exit the MediaShare Mini Agent, the icon will disappear from the icon tray and will need to be restarted for use once more.

Start the MediaShare Mini Agent on a PC

To start MediaShare Mini Agent on a PC, navigate to **Start > Programs > Verbatim > MediaShare Mini Desktop Applications > MediaShare Mini Agent > MediaShare Mini Agent**

Start the MediaShare Mini Agent on a Mac

To start MediaShare Agent on a Mac, start Finder, browse to **Applications > MediaShare Mini Desktop Applications**, and then launch **MediaShare Mini Agent**



MediaShare Mini Agent Menu Options

Not logged in/Logged in as

The label at the top of the top of the menu displays who is currently logged into MediaShare Mini Agent, or shows Not logged in, as appropriate. This item is available on a PC only.



Figure 2-2 Log In to MediaShare ServerMini

Log In

The Log In menu option allows you to select your MediaShare MiniServer, and then enter your User name and Password.

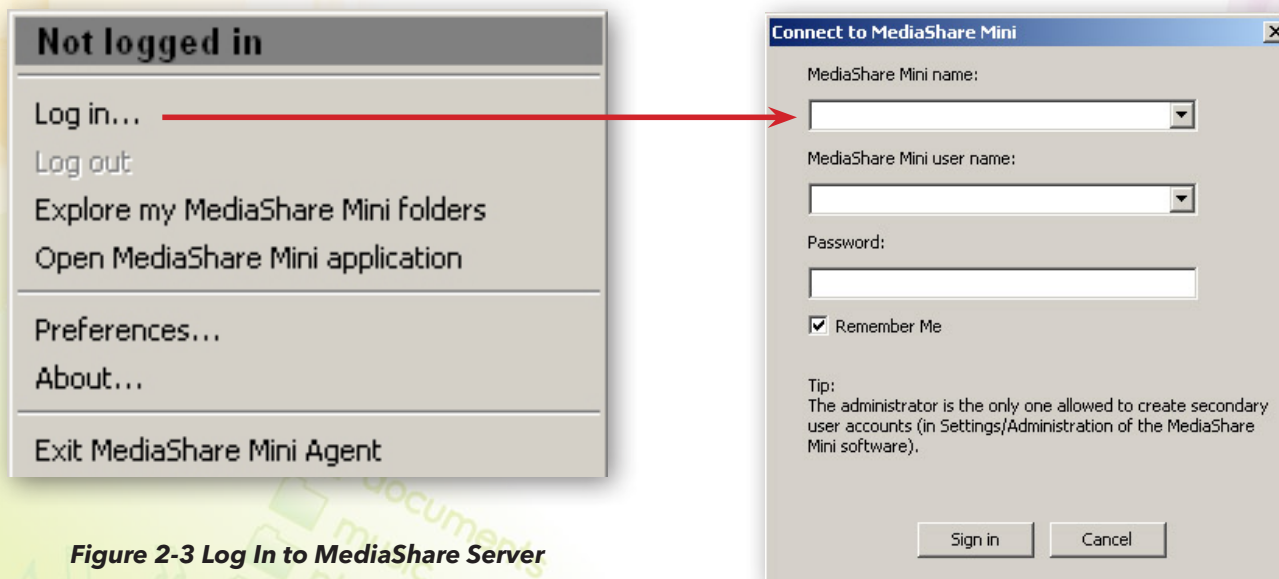


Figure 2-3 Log In to MediaShare Server

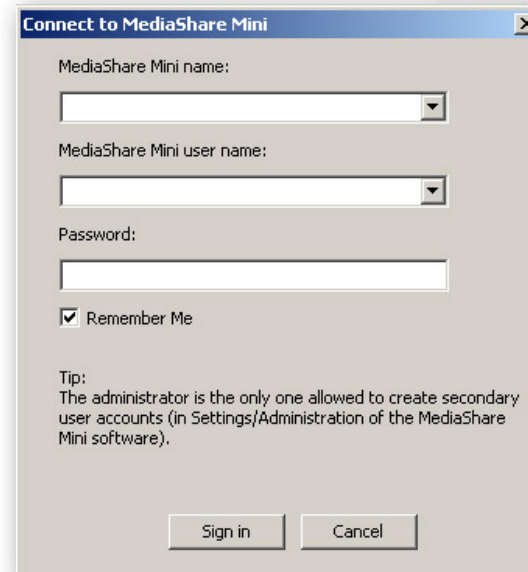


Switch User

If someone is logged into MediaShare Mini, the Switch user menu option logs out the current user and allows another person to log in. This menu option is available on a PC only.



Figure Chapter 2-4 Switch User



Log Out

The Log out menu option closes the current user's connection to MediaShare Mini Server. Logging out prevents other MediaShare Mini account users from accessing your albums and MyLibrary folders. To log in again, select Log In and reenter your user name and password information. This menu option is available on a PC only.



Figure 2-5 Log Out



Explore my MediaShare Mini Server Folders

MediaShare Mini Folders lets you use Windows Explorer or Mac Finder to work with content on your drives connected to MediaShare Mini Server. Exploring folders using this method allows you to upload files greater than 2GB to the server. If not already logged in, this application prompts you to log in, and then opens either Windows Explorer or Mac Finder, and displays an “External Storage” folder under which you will find sub-folders representing your drives connected to MediaShare Mini as FamilyLibrary, MyLibrary and MyComputers folders within a network drive. MediaShare folders are available whether the MediaShare is located locally on the home network or remotely across the internet.

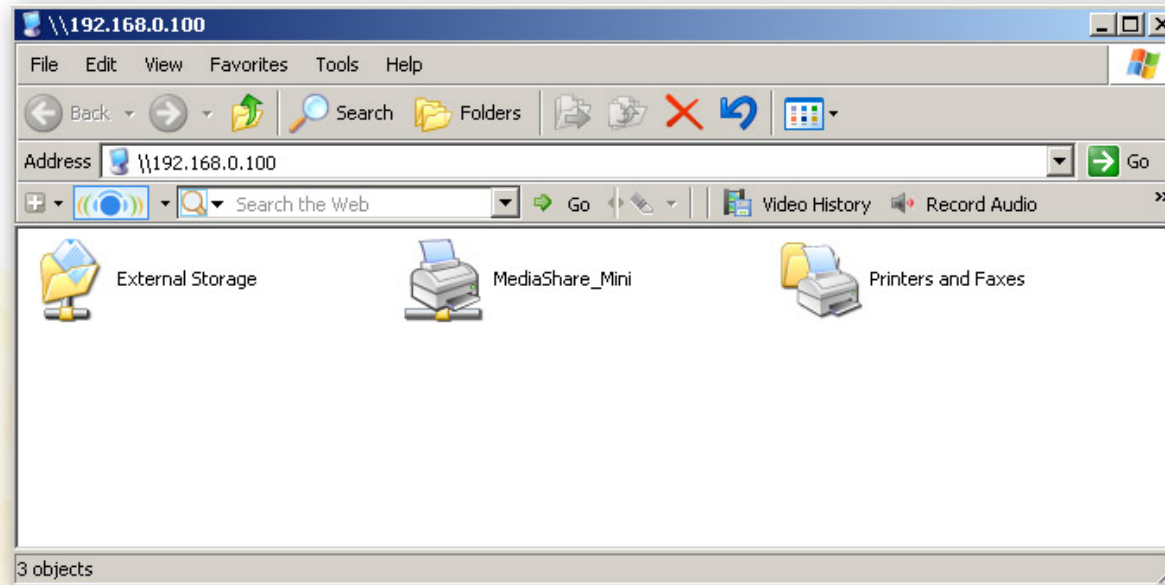


Figure 2-6 Explore my MediaShare Folders

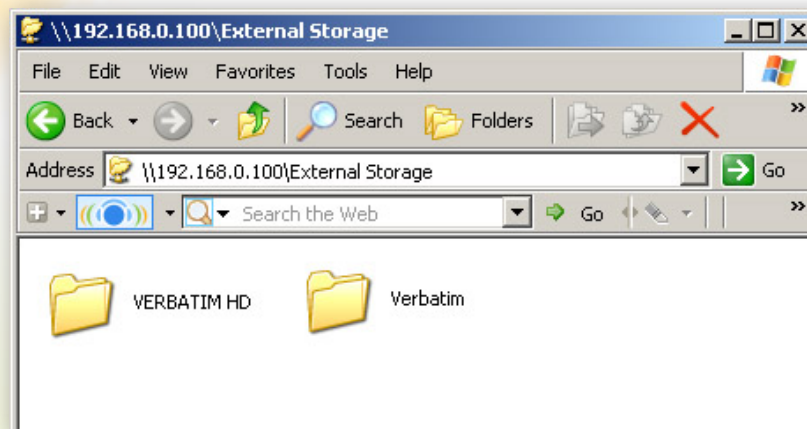


Figure 2.7 Explore my MediaShare Mini Folders



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Open MediaShare Mini Application

The Open MediaShare Mini Application menu option starts MediaShare Mini Application, which is visually a user friendly and flexible way to manage your content and administer settings using a web browser. Launching MediaShare Mini Application opens your default browser, prompts you to log in (if not already logged in), and displays the MediaShare Mini Server landing page where you can access content on drives connected to MediaShare Mini through the Media Library your media library folders, view albums, set preferences along with other server options.



Figure 2-8 Open MediaShare Mini Server Landing Page



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Preferences

The **Preferences** menu option on MediaShare Server Mini agent allows you to check for software updates to desktop applications, and displays the name and IP address of the MediaShare Server Mini on your home network.

The **Advanced** tab shows the MediaShare Server Mini found on your network.

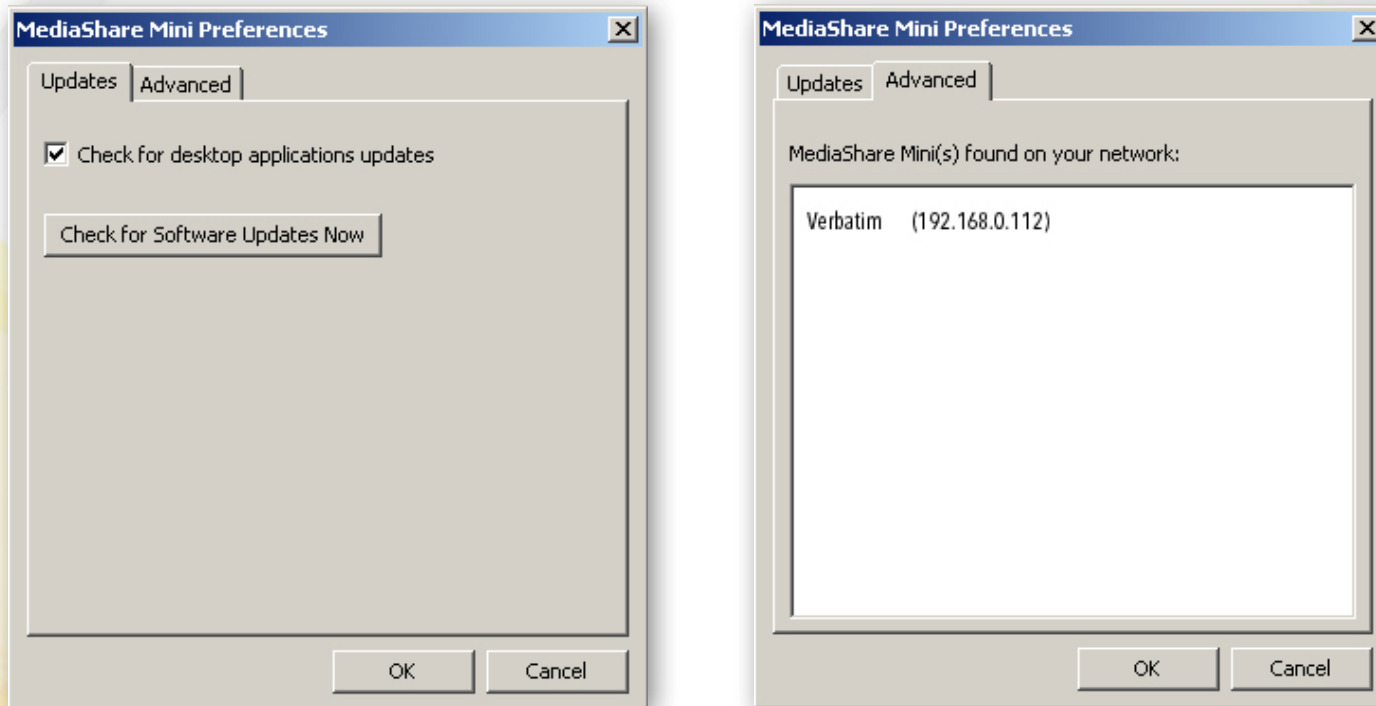


Figure 2-9 Agent Preferences

About

The **About** menu option displays the MediaShare Mini Agent version installed on your computer.

Exit

The **Exit** menu option closes MediaShare Mini Agent and removes the icon from the system tray.

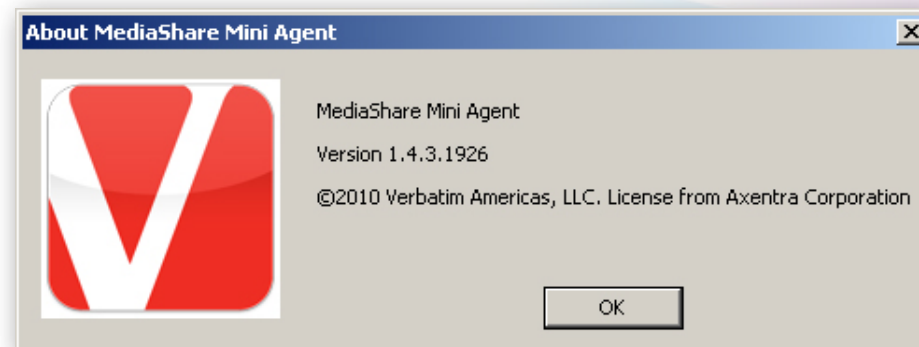


Figure 2-10 About MediaShare Mini Agent



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Starting the MediaShare Mini Application

The MediaShare Mini Application runs in your browser, and allows you to access your connected drives, folders within the media library, view albums, and set preferences from any web browser. The MediaShare Mini Application is available whether the MediaShare unit is located locally on the home network or remotely across the Internet. The MediaShare Application works the same even with different computers and browsers.

There are four ways to launch the MediaShare Mini Application:

1. From the Desktop

Double-click the Navigate to MediaShare Mini (www) icon located on the desktop. This icon was enabled during installation.



Figure 3-1 Desktop link to MediaShare Mini Application

2. From the MediaShare Mini Agent

Right-click the MediaShare Mini agent icon located on the bottom right corner of your computer, and then select Open MediaShare Mini application.



Figure 3-2 MediaShare Mini Agent icon on Windows Taskbar

3. From a Browser

Open a new browser window and if accessing over your local network enter the IP address of the MediaShare device e.g. <http://192.168.0.100>. The IP address of the MediaShare Mini device can be found using MediaShare Mini Agent as explained in Chapter 2.

If accessing remotely navigate to www.myVerbatim.com. When you are on your home network if you use www.myverbatim.com to login, all communication will still be over your local network. This can be confirmed by seeing the IP address of your MediaShare in the URL box of your browser after logging in.

4. From the Start Menu

On a PC. To start the MediaShare Application on a PC, click **Start > Programs > Verbatim > MediaShare Mini Desktop Applications > QuickConnect > Navigate to my MediaShare Mini (www)**.

On a MAC. To start the MediaShare Mini Application on a Mac, start Finder, browse to **Applications > MediaShare Mini Desktop Applications**, and then launch the **Smart Web** shortcut.



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Logging into the MediaShare Mini Application

When you launch the MediaShare Mini Application, you will be asked to log in. If you used the MediaShare Agent to login you may not be asked to login to the Application.

To log in locally:

1. Enter Your **User Name**.
2. Enter Your **Password**.
3. Click the **Sign In** button.



Figure 3-3 MediaShare Mini Application Local Login Screen

To log in remotely:

1. Go to **www.myverbatim.com**.
2. Enter Your **MediaShare Name**.
3. Enter Your **User Name**.
4. Enter Your **Password**.
5. Click the **Sign In** button.

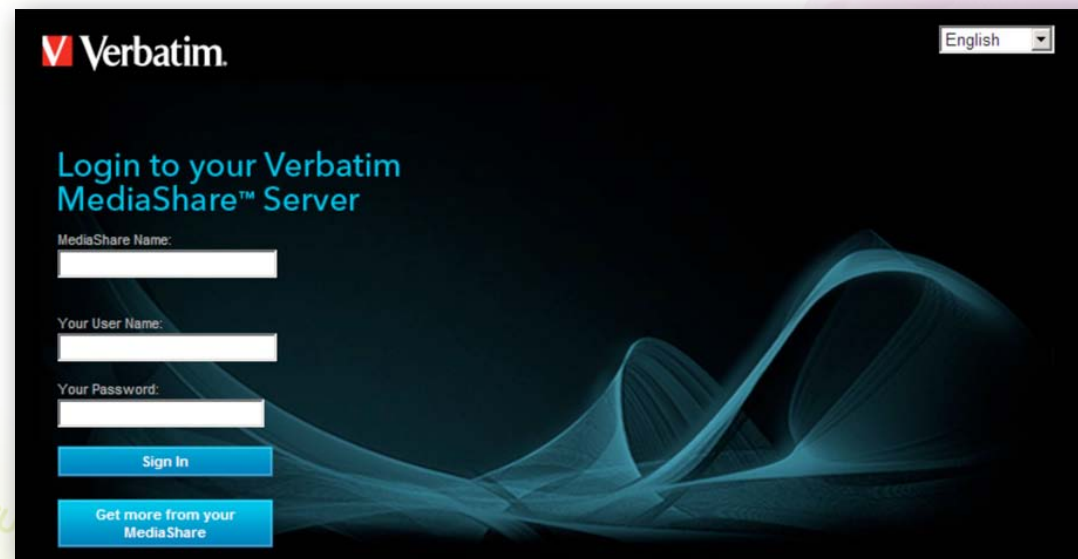


Figure 3-4 MediaShare Mini Application Remote Login Screen



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MediaShare Mini Application Landing Page

After you launch and login to the MediaShare Mini Application, the MediaShare landing page appears. From this screen you have local access to the Albums, Media Library – where you can access content on connected external drives – and Preferences areas, as well as the Help menu, which contains a link to Verbatim's online support website. You can customize the landing page by adding an image to the background. See "Use as Landing Page Background" under the section "Working With Images".

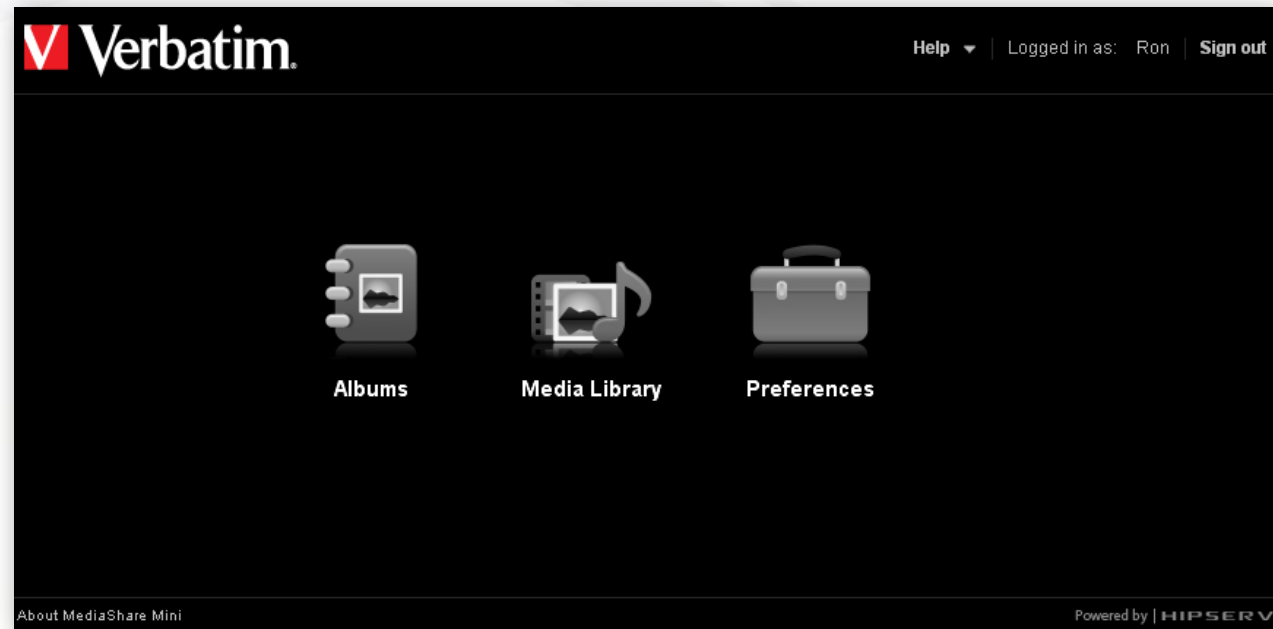


Figure 3-5 MediaShare Mini Application Landing Page

Albums

Navigating to the "Albums" area allows you to view all albums currently active. After opening the landing page you will see folders representing each active album with an image or icon of one of the files in the album as shown in Figure 3.6. See Chapter 4: Albums to learn more about creating, adding files, and sharing albums with MediaShare Mini.

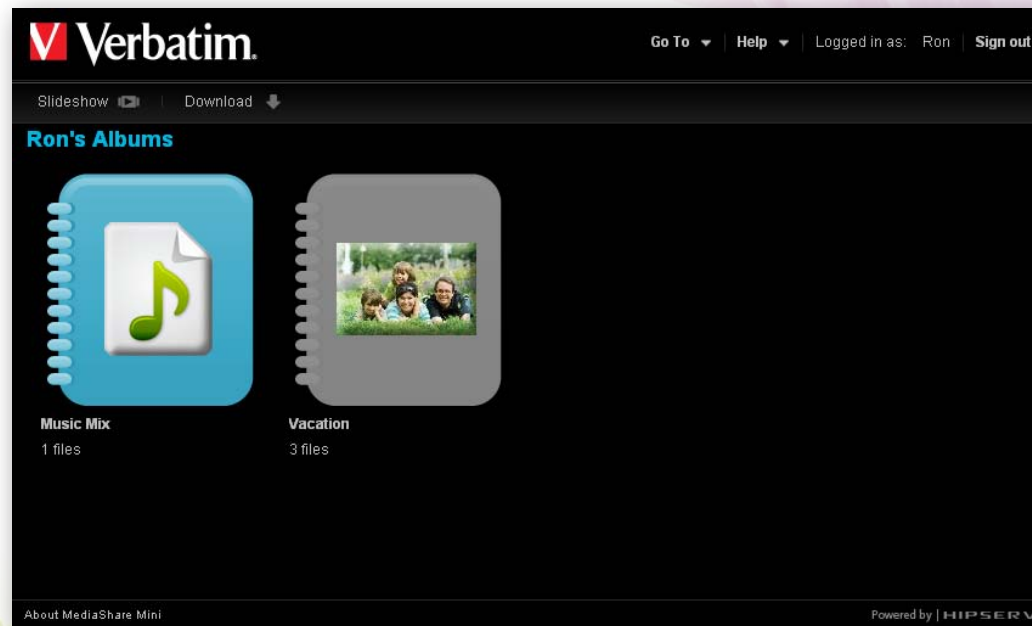


Figure 3.6 MediaShare Mini Albums Landing Page



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From the Albums landing page you have the options to:

- Start a Slideshow by selecting an album and clicking on the "Slideshow" link.
- Download all the files from an Album by selecting the album and clicking on the "Download" link.
- Double Click on an Album icon to enter the folder and view the files in the Album as seen in Figure 3.7.

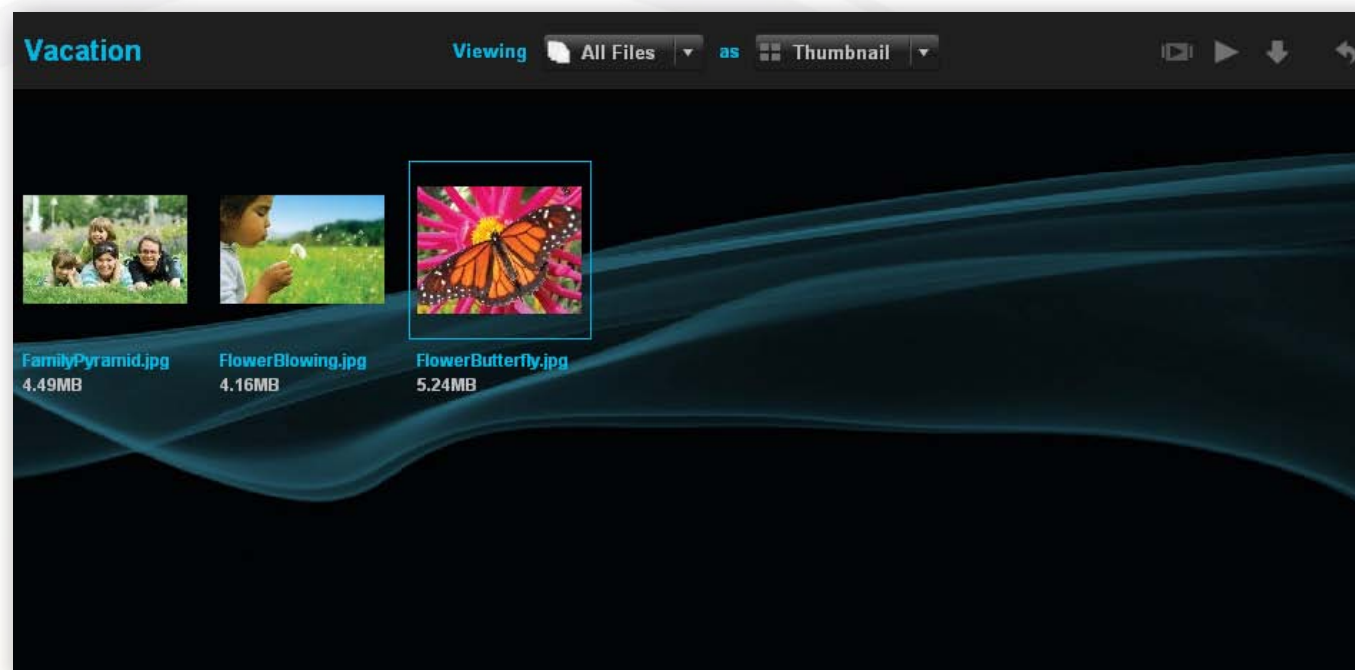


Figure 3.7 MediaShare Mini Albums Landing Page

Album Navigation Buttons

Inside an album page you have the option to view files in various different modes such as Thumbnail, Shuffle, Cover and, if you are a premium subscriber, Cooliris view.

In the top right corner there are navigation buttons as described in Figure 3.8

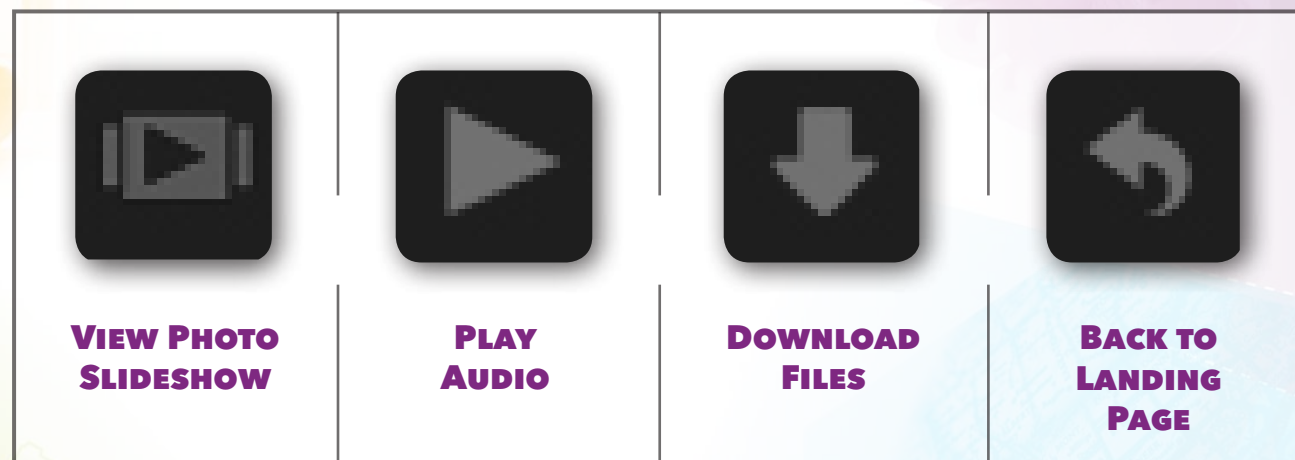


Figure 3.8 Album Navigation Buttons



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Media Sources Landing Page Overview

“Media Sources” is where connected drives are listed. Use the “-”, and “+” to delete and add folders. “⇧” is used to open the file upload tool and will upload to the folder selected in Media Sources.

Top Navigation Menu. Use to navigate between Media Library, Albums and Preferences as well as links to Verbatim Support website.

The screenshot shows the Verbatim MediaShare Mini application interface. At the top is the Verbatim logo. To the right of the logo is a top navigation menu with links: "Go To", "Help", "Logged in as: Ron", and "Sign out". Below the logo is a viewing area with controls: "Viewing" (set to "All Files"), "as" (set to "Thumbnail"), "Sorted by" (set to "Name"), and a "Search:" field. The main content area is divided into three sections: "Media Sources" on the left, "Albums" on the bottom left, and "Details" on the right. The "Media Sources" section shows a list of connected drives, including "External Storage". The "Albums" section shows a list of albums, including "Vacation (3)". The "Details" section shows the details of the selected drive, "Verbatim", including its name, contents (0 Files, 3 Folders), and folder path (External Storage\Verbatim). Red boxes highlight the "Media Sources" section, the "Albums" section, the "Main file & folder viewing section" (the central area showing "Verbatim" and "VERBATIM HD" drives), and the "Details" section. Red arrows point from the text descriptions to these specific areas.

“Albums” is where you can create albums using all file types and share with friends, family along with social networks.

Main file & folder viewing section. Double click on folders to open or double click on music, photo and video files to view along with many other actions.

Details area. Click on the “i” information icon in the top right area to show the details of a file or folder.



Media Library

Accessing the Media Library

From the MediaShare landing page click **Media Library** (Figure 3-9).

Note: If you are on one of the other pages, click Go To on the Main menu in the upper right corner, and then select **Media Library**.

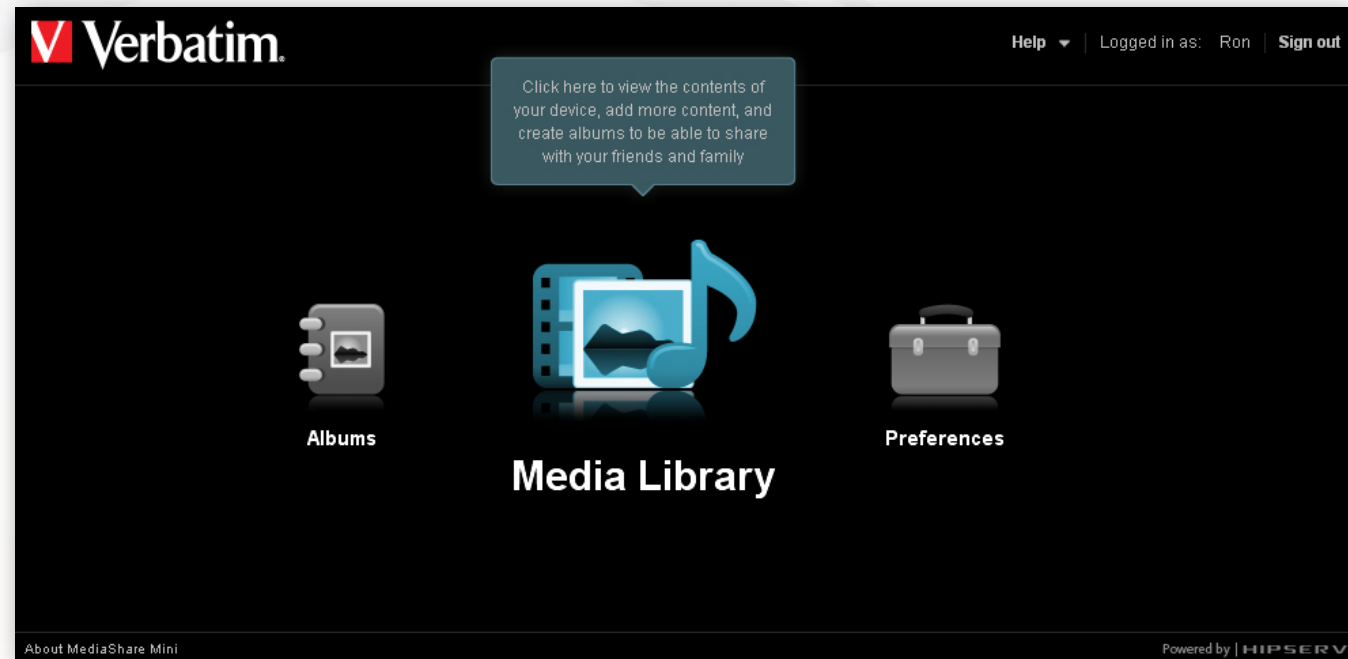


Figure 3-9 Media Library Launch Page

Entering the **Media Library** brings you to the **Media Sources** page (Figure 3-10) where you can view your connected drives, manage your files, folders, and digital media and place them into albums that you can share with friends and family.

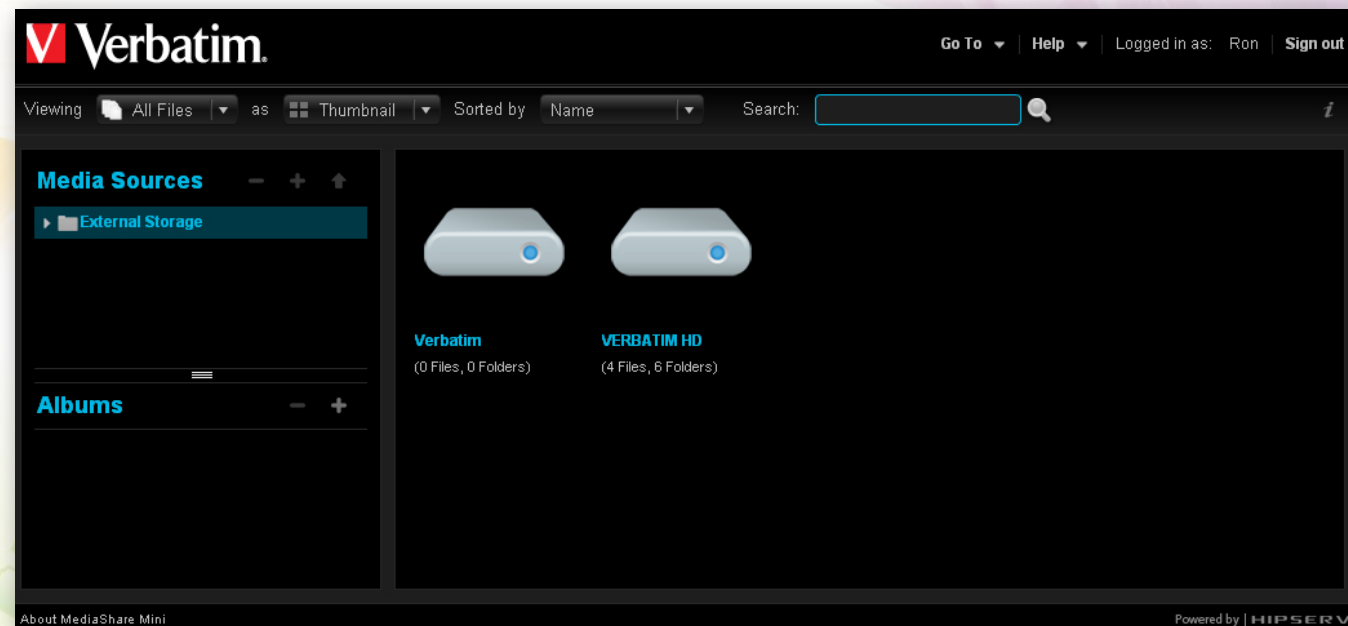


Figure 3-10 Media Sources Page of the Media Library



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Media Sources

The Media Sources section displays drives connected to the USB ports of the MediaShare Mini under the area called “External Storage”.

Content on the drives can be accessed by either double clicking the drive icon in the main screen on the right or by clicking the arrow beside the “External Storage” text which will display a list of connected drives. From there simply click on the one you would like to access to display folders and files on that drive.

Content in drive folders can be shared with family, friends by placing the files in an Album. They can also be shared with Digital Media Adapters (DMA's), making the content available to media players on the home network such as a Playstation 3, Xbox 360 or other uPnP / DLNA compatible devices. For more information about working with drive folders, see the section “Working with Media Source Folders” or Chapter 7: MediaShare & DLNA Devices.

Working with Media Source Folders

Selecting a Folder

To select a folder, click the folder name. Figure 3-13 shows that the MyMusic folder is selected from one of the connected drives. You will notice that an blue circle with an arrow appears. Clicking on the arrow will present a list of options. See the section “Folder Options” for more information about these options.

Expanding and Collapsing a Folder

Expanding a folder shows its subfolders.

1. To expand a folder, double click the folder icon or, under “External Storage” click the right arrow beside the folder name under.
2. To collapse a folder, click the down arrow beside the folder name. Collapsing a folder hides its subfolders. This is useful if many folders are open, and you want to reduce clutter on the screen.

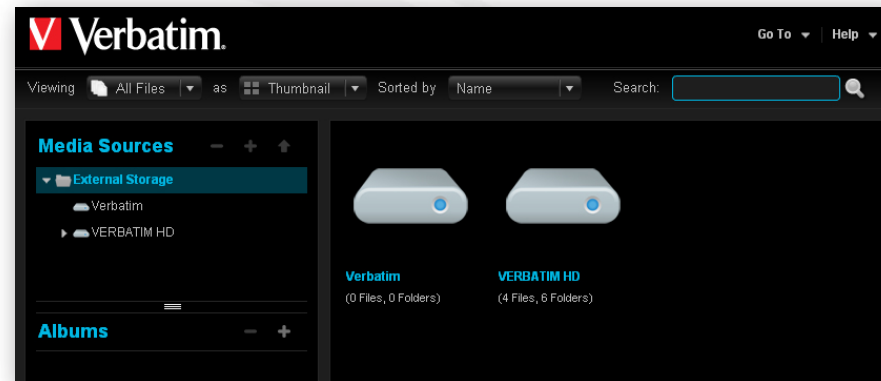


Figure 3-11 External Storage

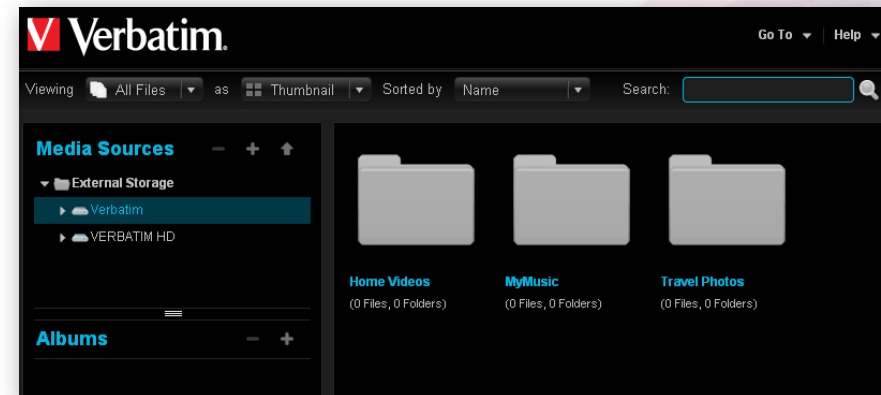


Figure 3-12 Drive Folders

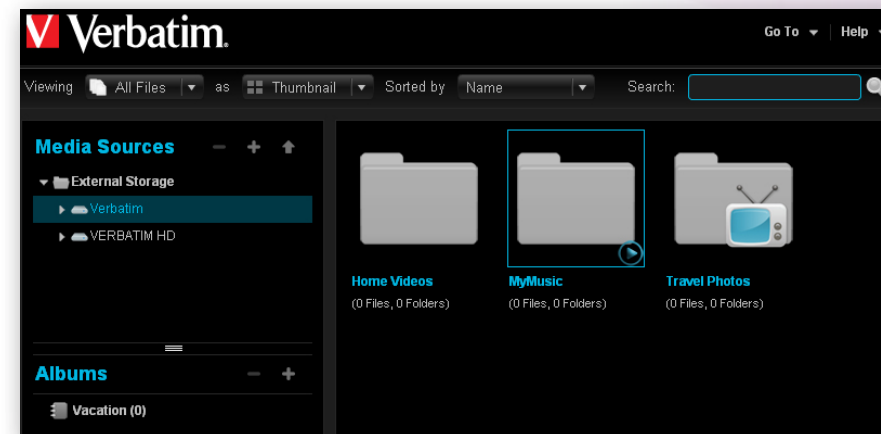


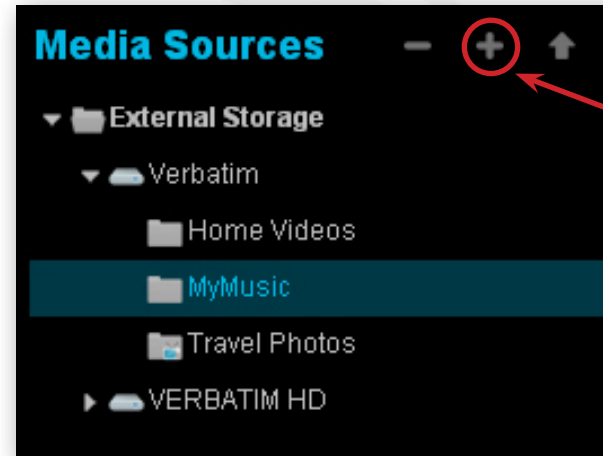
Figure 3-13 Select the MyMusic folder



Adding a Folder

Adding a folder creates a new subfolder within the current folder.

1. To add a folder:
 - a. Under “External Storage” select the area where you want to add the new folder.
 - b. Click the New Folder icon, “+”, on the MediaSource panel.
 - c. When prompted, enter the name of the folder.
 - d. Click Create.



Add New Folder

Figure 3-14 Adding a Folder Icon

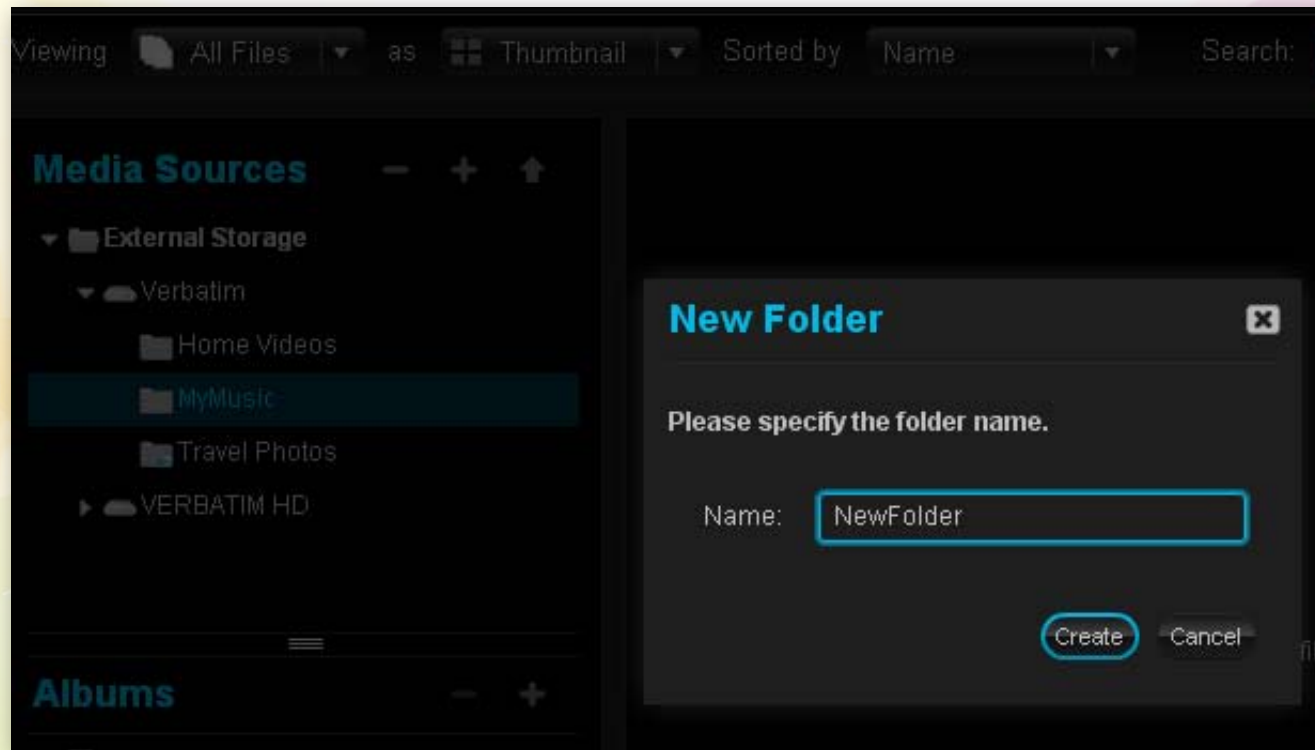


Figure 3-15 Adding a Folder



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Deleting a Folder

Deleting a folder removes it and all its files from the drive connected to MediaShare Mini. There are a couple of options to delete a folder.

Option 1:

- a. Select the folder you want to delete. Figure 3-16 shows the “TravelPhotos” folder is selected to be deleted.

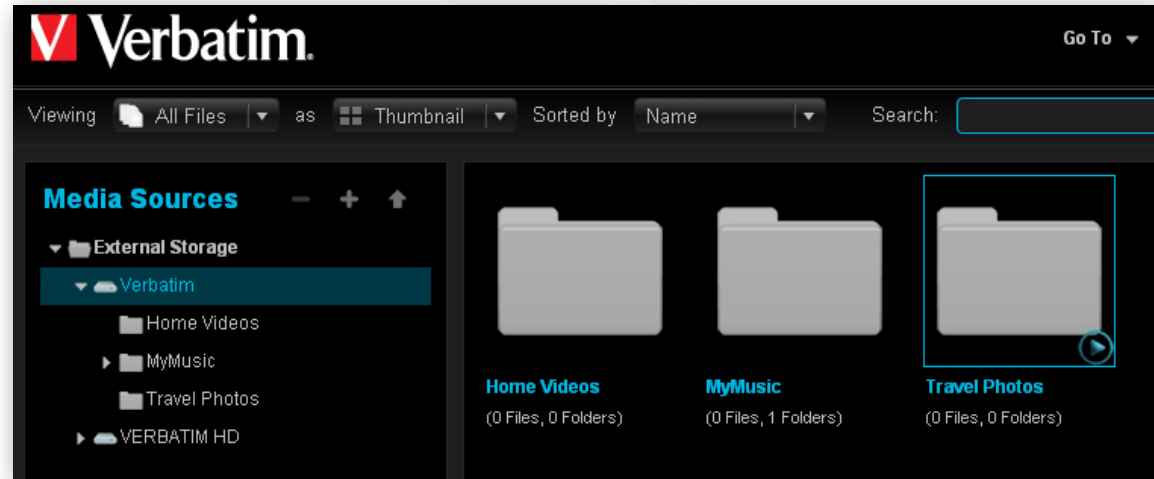


Figure 3-16 Selecting a folder to Delete

- b. Click the blue arrow to display folder options then select “Delete” to remove the folder and contents.

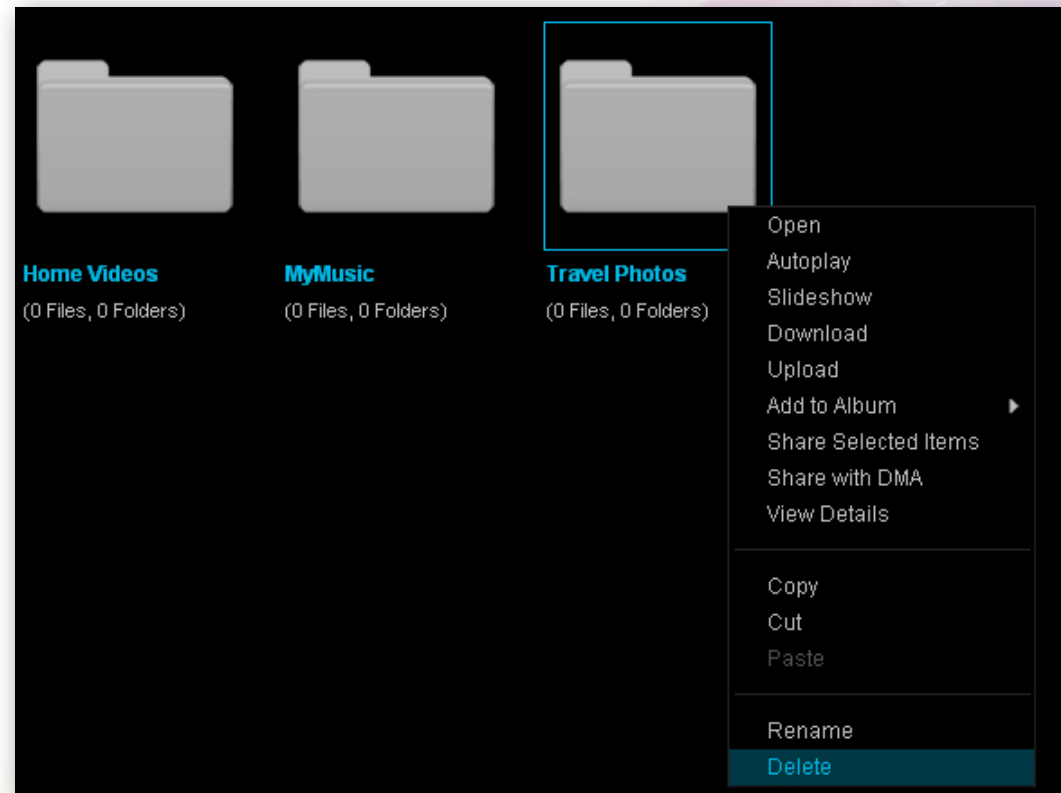


Figure 3-17 Deleting a Folder



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Option 2:

- Select the folder from the main window to be deleted under the “External Storage” view. Again “TravelPhotos” folder is selected to be deleted.
- Click to the Delete Folder icon as shown in Figure 3-19.

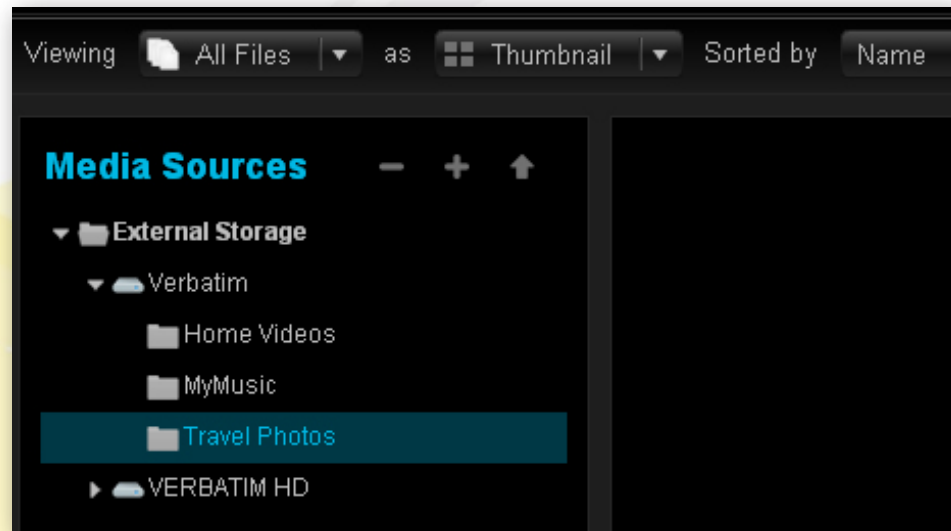


Figure 3-18 Selecting a Folder to Delete

Select Folder then click the “-” delete folder icon

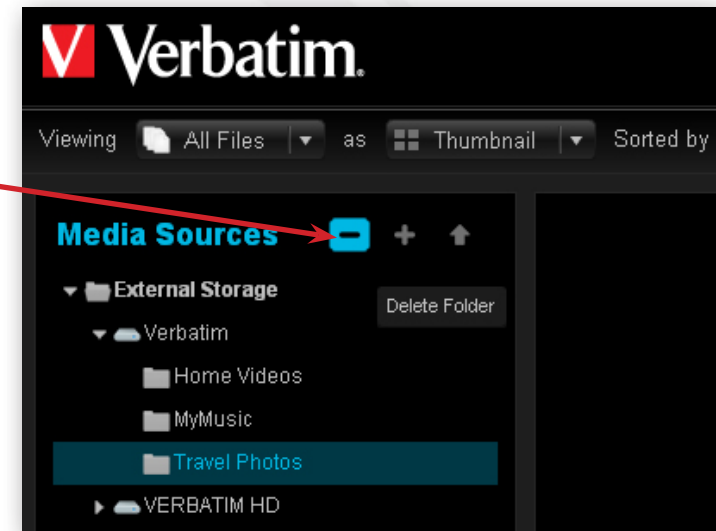


Figure 3-19 Deleting a Folder

Moving a folder

Moving a folder puts it into a different location, along with its subfolders and files. To move a folder:

- Drag and drop it to another folder.
- Alternatively, you can cut and paste your files.
 - Select the folder you want to move.
 - Display the options menu by clicking on the blue circle.
 - Select Cut.
 - Select the destination folder.
 - Display the options menu by clicking on the blue circle.
 - Select Paste.

Note: You cannot cut and paste a folder to another application, and you cannot cut and paste data from another application into the MediaShare Application.

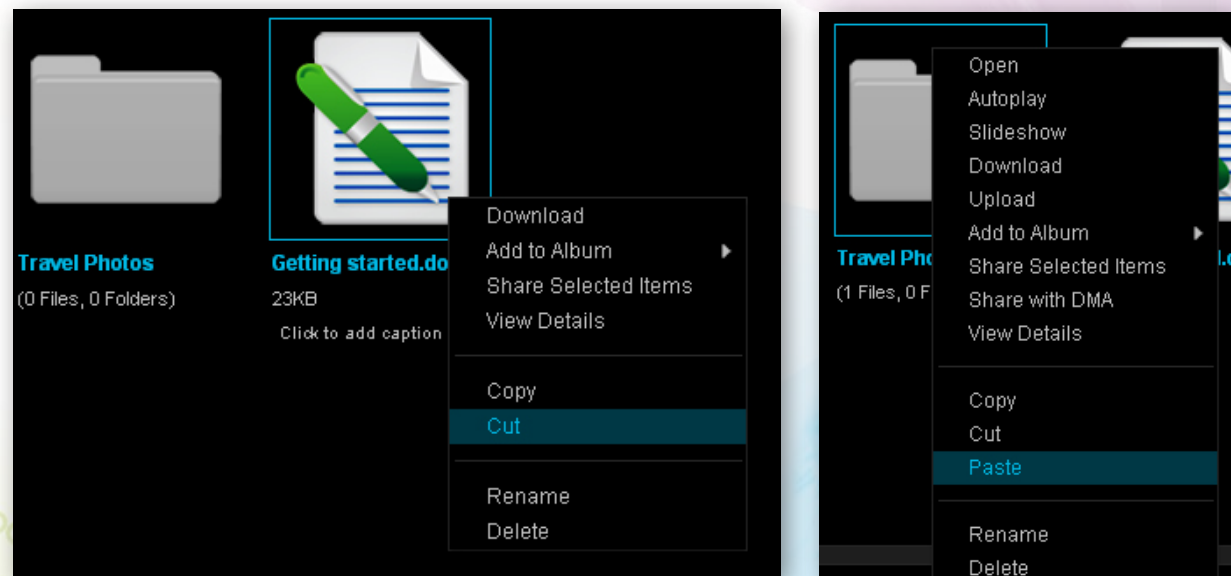


Figure 3-20 Moving a File or Folder



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Copying a Folder

Copying a folder puts it in an additional location, along with its subfolders and files, while keeping the original folder. To copy a folder:

- Select the folder and display the options menu.
- Select Copy.
- Select the destination folder and display the options menu.
- Select Paste.

Note: You cannot copy and paste a folder to another application, and you cannot copy and paste data from another application into the MediaShare Application.

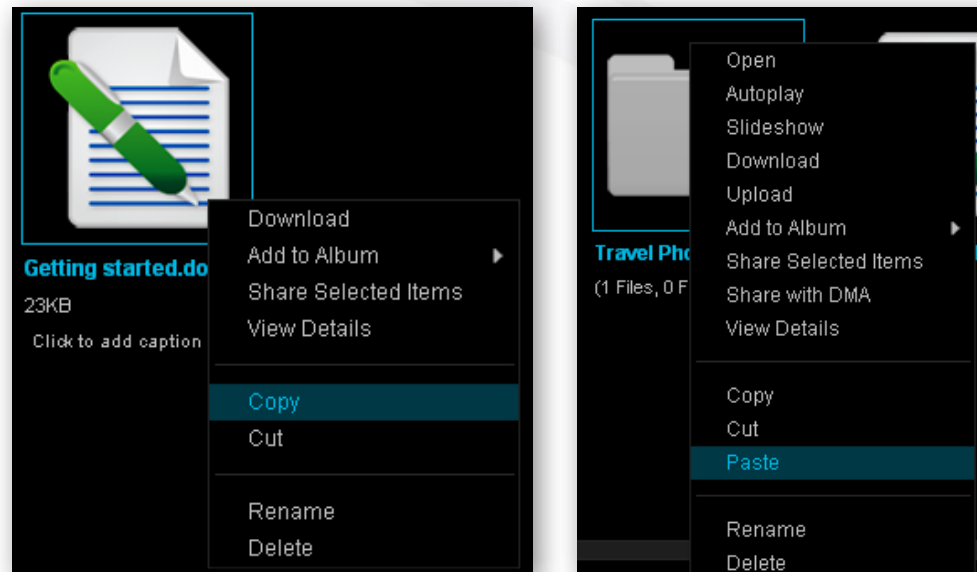


Figure 3-21 Copying a File or Folder

Renaming a Folder

Renaming a folder changes its name. To rename a folder:

- Select the folder.
- Display the options menu.
- Select Rename.
- When prompted, enter the new name.
- Click Rename.

Note: If you rename a folder, and an album contains a reference to a file within the folder, the item will no longer be available from the album.

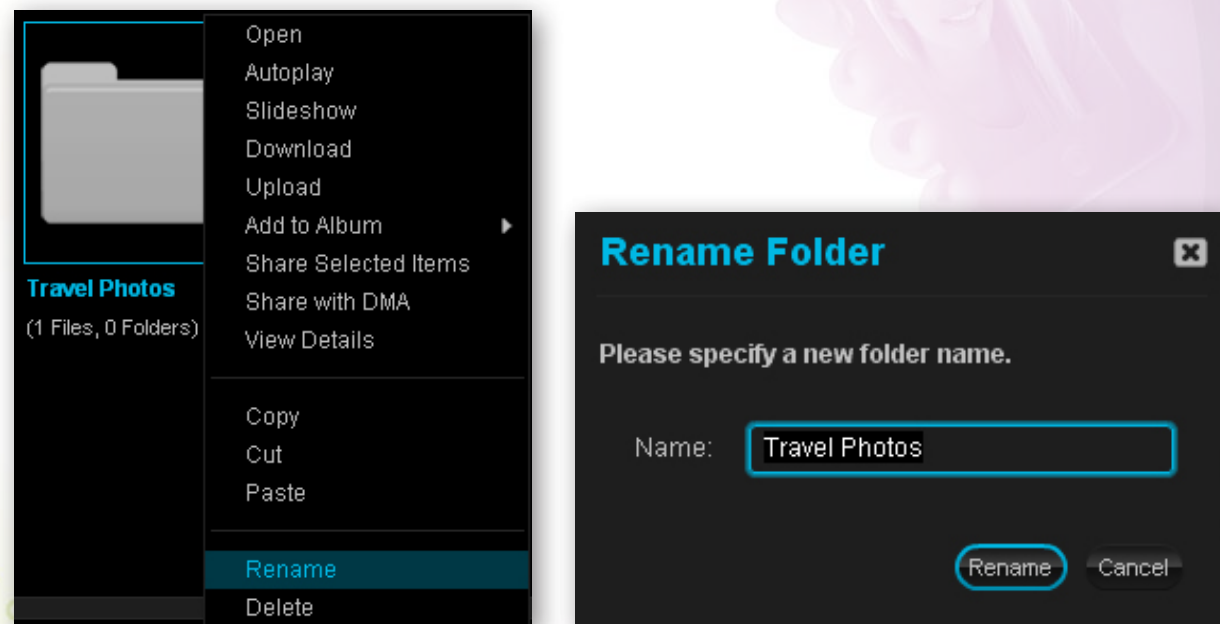


Figure 3-22 Rename a folder



Working with Files

Filtering Files - Media Filter

Filtering the files specifies which file types will appear. To filter the files, select All Files, Images, Music or Videos in the Media Filter list. The Files section will only display files of the selected type.

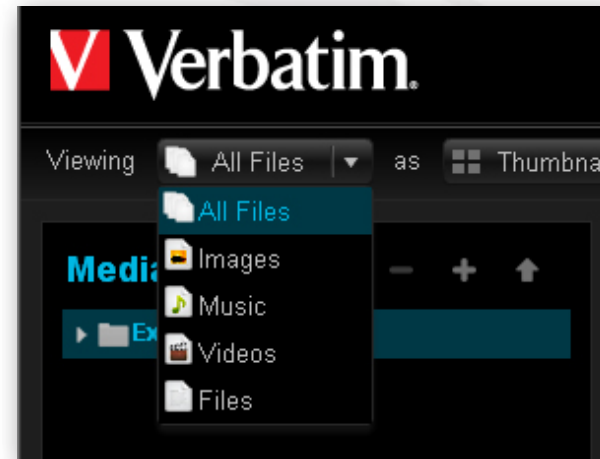


Figure 3-23 Media Filter

Setting the view

Setting the view controls how the files will be displayed within the currently selected folder or album. To set the view, select Thumbnail, List, Shuffle or Cover in the Views list.

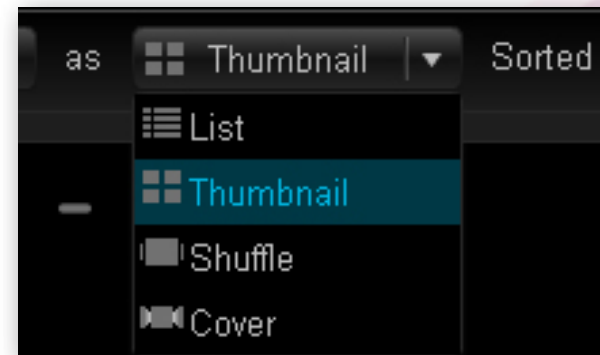


Figure 3-24 Views

List

List view uses a table to display the files. For each file, List view shows the file name, whether the file has tags, caption, date, file type and size. Moving the mouse over a file in List view shows an arrow, which allows you to display the menu.

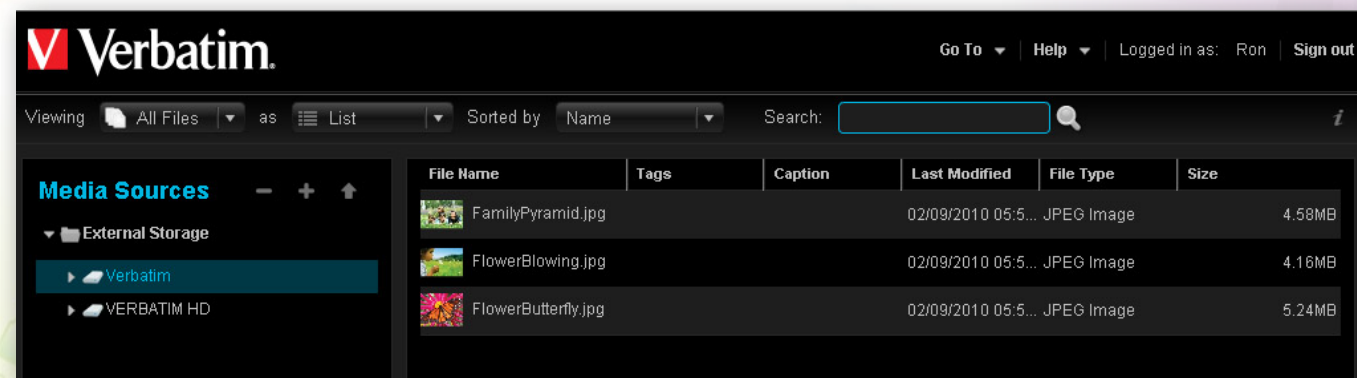


Figure 3-25 List



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Thumbnail

Thumbnail view displays an image for each file that indicates what the file contains. It also shows the file name, size and caption. Moving the mouse over a file in Thumbnail view shows the Options arrow, which allows you to display the menu.

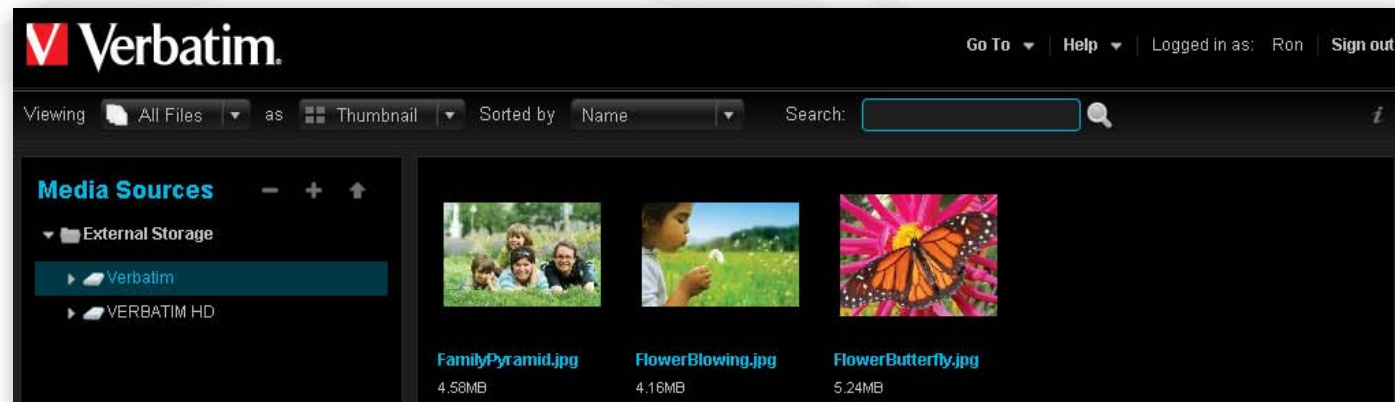


Figure 3-26 Thumbnail

Shuffle

Shuffle view displays a larger image for each file. It also shows the file name and caption. You can flip through the files by clicking the image to the left or right of the current file. The menu is not available in Shuffle view.

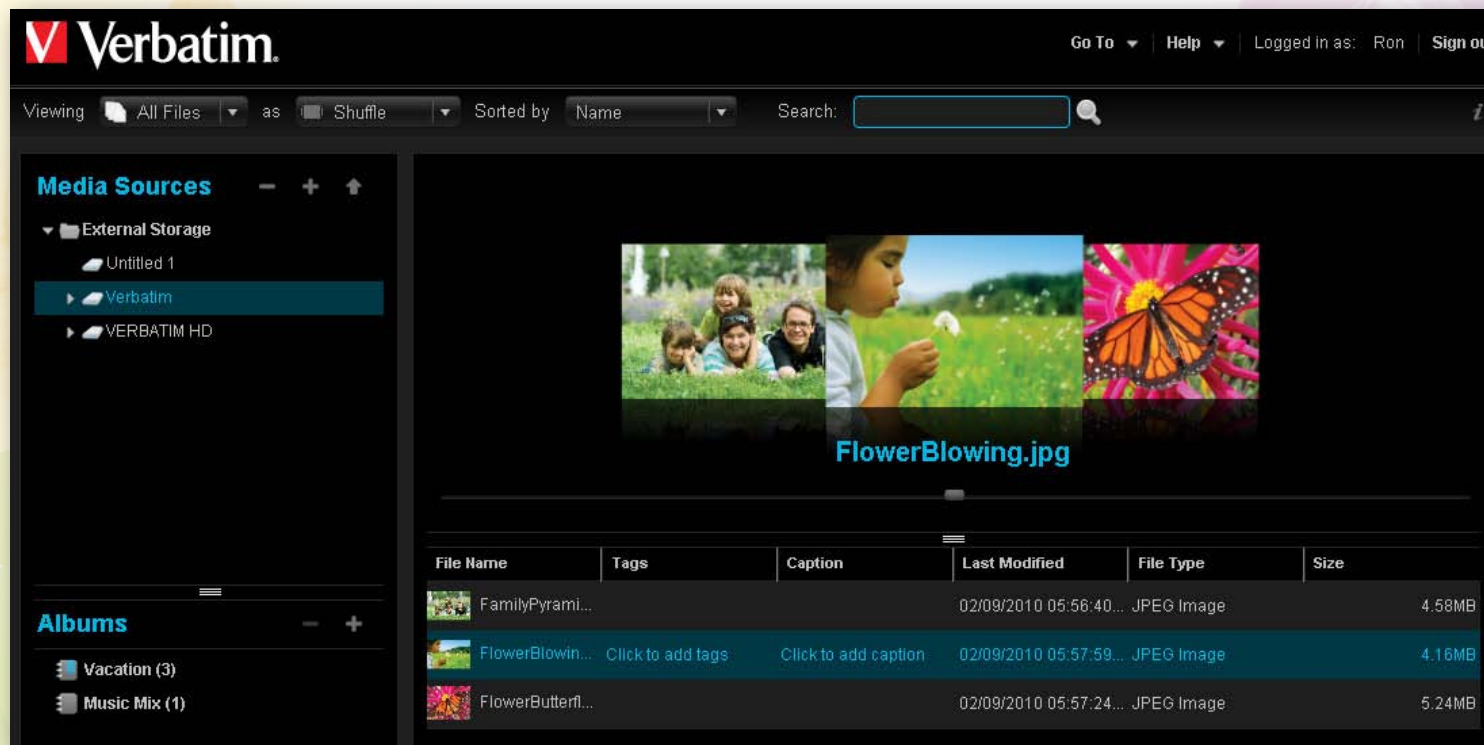


Figure 3-27 Shuffle



Cover

Cover view displays files as though flipping through an album. It also shows the file name and caption. You can flip through the files by clicking the image to the left or right of the current file. The menu is not available in Cover view.

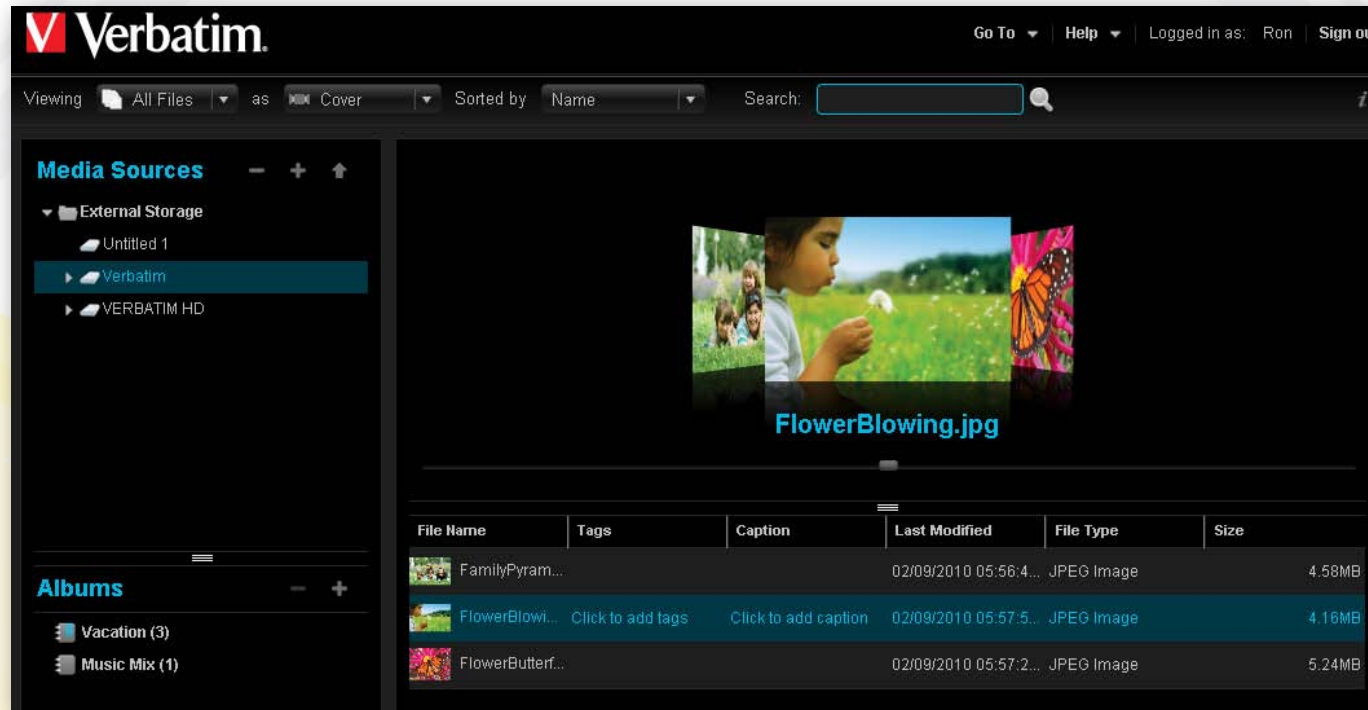
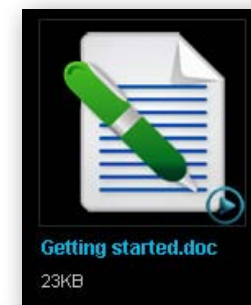
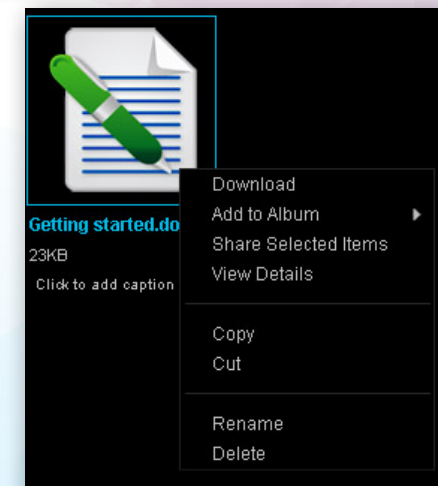


Figure 3-28 Cover

Displaying the Options Menu

The MediaShare Application has a menu with commands for working with files. You can display the menu in Thumbnail view or List view. The menu is not available in Shuffle, Cover or Cooliris view.

1. To display the menu, move the mouse over a file.
In List view, a blue circle and arrow will appear beside the file name. In Thumbnail view, the blue circle will appear on the file image (Figure 3-29).
2. Click the arrow to display the menu (Figure 3-30).
The menu has different commands depending on whether the file is within a folder or an album, and depending on the whether the file is an image, song, video or document.

Figure 3-29
File SelectedFigure 3-30 File
Options Menu Displayed

Selecting a File

You can select a file in Thumbnail view or List view. Selecting a file highlights it, and allows you to perform an operation on it. If the Details section is displayed, by clicking on the information icon in the top right area, it shows the file's details.

1. To select a file, click it. To select multiple files, hold the Ctrl key while clicking files.

Viewing a file

Double-clicking a file opens or downloads it, as follows:

- An image is displayed within a paused slideshow.
- A video is played.
- A song is played, followed by other songs within the album.

Removing a file

Removing a file deletes it from the album, but leaves the file in the folder. You can remove multiple files at once.

1. To remove a file, start by selecting its album.
2. Select the file, display the options menu, and then select Remove.

Viewing Details

To view and edit details, select the file, display the options menu, and then select View Details.

Alternatively, select the file, and then click the Show Details icon. The details appear in the Details section, which is displayed beside the Files section. Details for all files include the name, size, file type and date. If the file is within a folder, the Details section shows the tags and caption. Songs include the duration. Pictures include the dimension. Videos include the duration and the dimension.

Deleting a file

Deleting a file removes it from the folder. You can delete multiple files at once.

1. To delete a file, start by selecting its folder.
2. Select the file, display the options menu, and then select Delete.
3. Note that if you delete a file, and an album contains a reference to it, the item will no longer be available from the album.

Copying a file

Copying a file puts it in an additional folder, while keeping it in the original folder. You can copy multiple files at once. To copy a file, start by selecting its folder.

1. Select the file, display the options menu, and then select Copy. Select the destination folder, display the options menu, and then select Paste.
2. Note that you cannot copy and paste a file to another application, and you cannot copy and paste data from another application into the MediaShare Application.

Moving a file

Moving a file puts it in a different folder. You can move multiple files at once.

1. To move a file, start by selecting its folder, and then drag and drop it to another folder.
2. You can also select the file, display the options menu, and then select Cut. Select the destination folder, display the menu, and then select Paste.
3. Note that you cannot cut and paste a file to another application, and you cannot cut and paste data from another application into the MediaShare Application.

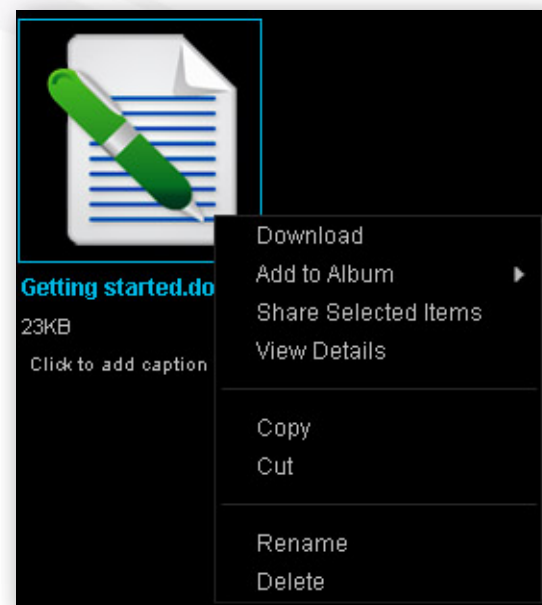


Figure 3-30 File Options Menu Displayed

Adding a Caption

Adding a caption stores a description of the file. The caption will appear when viewing a file within a folder or album, and when an image is shared through Facebook, Flickr or RSS. You can search for a file by entering text from its caption. See “Searching for Files and Folders”.

1. To add a caption to a file, start by selecting its folder.
2. Select the file, display the options menu, and then select View Details.
3. Enter the caption in the Caption box of the Details section.

Alternatively, in Thumbnail view, you can select the file, click the Click to add caption message, and then enter the caption. In List view, you can select the file, and then enter the caption into the Caption column.

Adding tags

Adding tags stores additional information about the file. The tags will appear in the Details section when viewing a file within a folder. The tags will not appear when viewing an album, nor when images are shared through Facebook, Flickr or RSS. You can search for a file by entering text from its tags. See “Searching for Files and Folders”.

1. To add tags to a file, start by selecting its folder.
2. Select the file, display the options menu, and then select View Details.
3. Alternatively, select the file, and then click the Show Details icon. Enter the tags in the Tags box of the Details section.

Tags allow you to describe each file on drives connected to your MediaShare Mini. If you tag files consistently, you will be able to find them more easily, especially as their number grows over time. For example, assume you took a number of pictures on a beach vacation. You enter tags for each picture: beach, sandcastle, summer vacation. Some pictures have a person in them, so you enter their name as tags in those pictures. Later you can search for vacation pictures using these tags and only photos with the searched tag will appear. **Note that you can tag music, video and documents as well as photos.**

Renaming a file

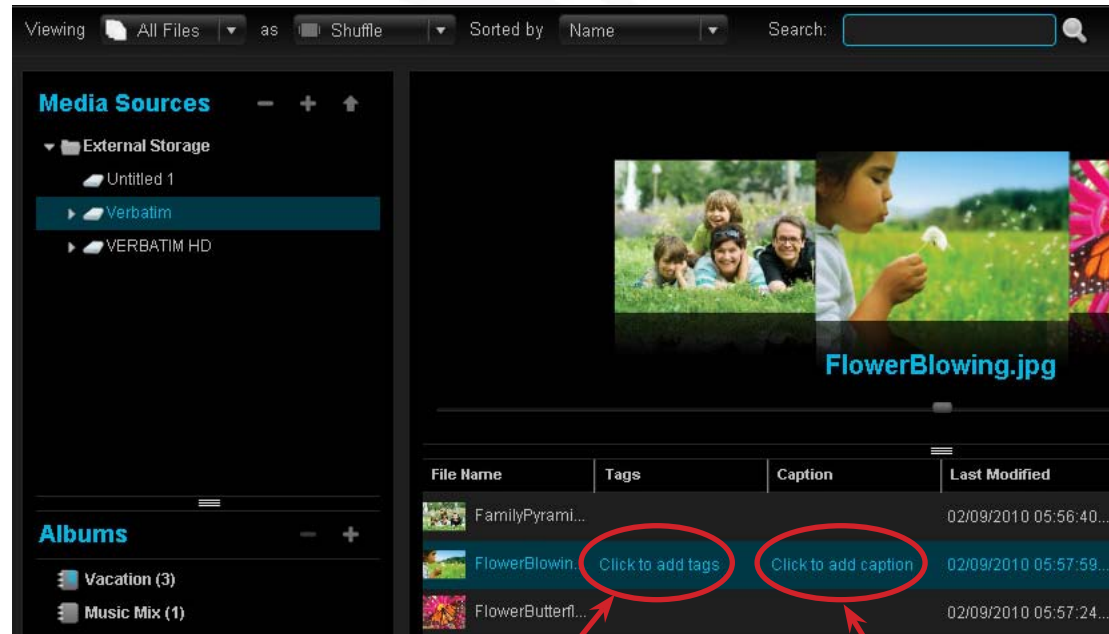
Renaming a file changes its name. You can only rename a file within a folder.

1. To rename a file, start by selecting its folder.
2. Select the file, display the options menu, and then select Rename. When prompted, enter the new name, and then click Rename.
3. Note that if you rename a file, and an album contains a reference to that file, the item will no longer be available from the album.

Downloading a file

Downloading a file retrieves the original full-resolution version of the file. You can select multiple files for downloading at once. Depending on your browser settings, you can open the file, download it to a specific directory, or download it to the default directory.

1. To download a file, select it, display the options menu, and then select Download. A window lists the selected files. Click the Download button beside the desired file.



Click to add tags

Click to add caption



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Working with Images

Use as Landing Page Background

Using an image as the landing page background causes it to appear on your Landing page.

1. To set the Landing page background, select the image, display the options menu and then select Use as Landing Page Background.

View

Viewing an image displays it in a paused slideshow.

1. To view an image, double-click it.
2. You can also select the image, display the options menu, and then select View.

If you play the slideshow, it will display the other images within the selected folder or album. See “Running a Slideshow” in Chapter 4 “Albums”.

Rotate clockwise / Rotate counterclockwise

Rotating an image clockwise turns it to the right. Rotating an image counterclockwise turns it to the left. If the image is used in an album, it will be rotated there as well.

1. To rotate an image, start by selecting its folder.
2. Select the image, display the options menu, and then select Rotate Clockwise or Rotate Counterclockwise.

Searching for Files and Folders

Searching for files and folders checks all the folders you have access to, and displays items with captions, tags or file names that match the search criteria.

To run a search, enter text in the Search box, and then click the Search icon. The Files section will show files that contain the search text in the caption, tags or file name. It will also show folders that contain the search text in the folder name. The search term will be highlighted. If you enter one word, you will see all the items that share the word. If you enter more than one word, the search results will be constrained to items that have all the words.

Folder Options

The MediaShare Application uses option commands for working with folders.

1. To display the options from the Media Sources list or subfolders, move the mouse over a folder.
2. A blue circle with a blue arrow will appear on the folder.
3. Click the arrow to display the option menu.

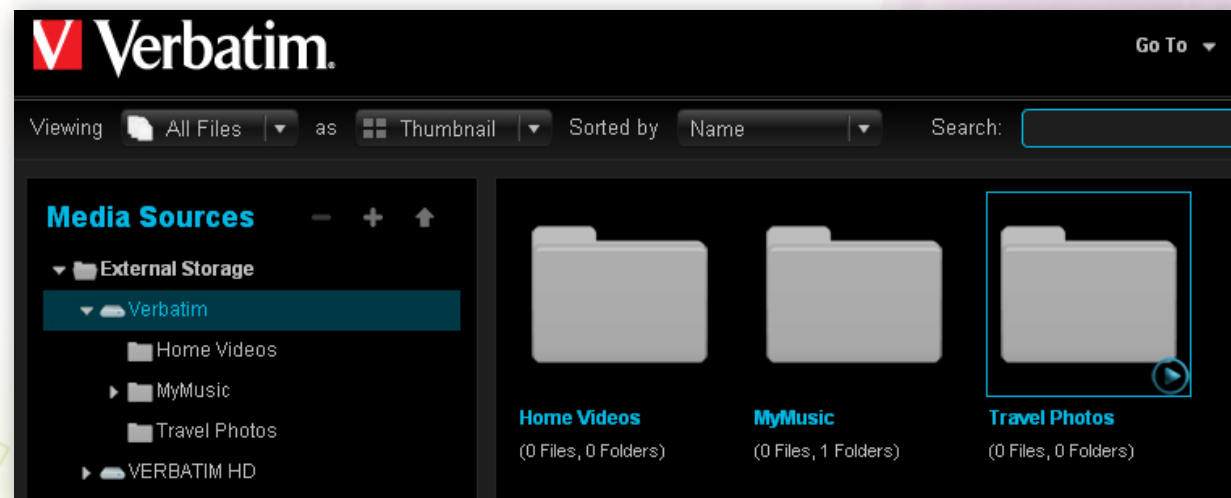


Figure 3-31 Accessing Options from Subfolders



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Open

Opens selected folder.

Autoplay

See “Playing Songs” and “Playing a Video”.

Slideshow

Plays all pictures within the folder. See “Running a Slideshow”.

Download

Downloads all files in selected folder.

Upload

Upload files to folder.

Add to Album

All files in the folder will be added to the Album selected.

Share Selected Items

Opens “Create Album” option. See “Creating a Shared Album” in Chapter 5 for more details.

Share with DMA/Unshare with DMA

Enables or disables DMA sharing. See “Sharing a folder” in Chapter 6.

View Details

Opens the Details area.

Copy / Cut

Copy file or Cut folder/file to be pasted elsewhere.

Rename

Opens option to rename folder.

Delete

Deletes folder/file/Album from MediaShare Mini.

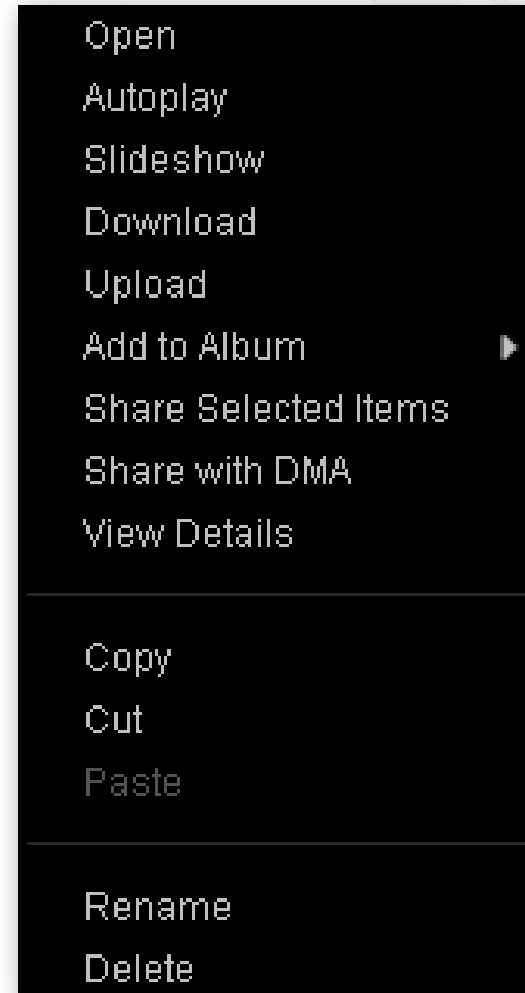


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View Details

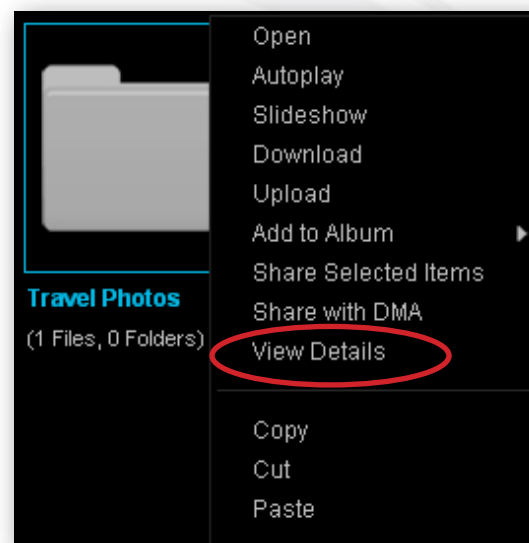
Viewing details shows information about the selected folder, and allows you to edit it.

1. To view details.
 - a. Select the folder.
 - b. Display the **Options** menu.
 - c. Select **View Details**.

The details appear in the Details section, which is displayed beside the Files section. Folder details include the name of the folder, and the number of files and folders it contains.

2. Alternatively, to view details.
 - a. Select the folder.
 - b. Click the **Information** icon.

The details appear in the Details section, which is displayed beside the Files section. Folder details include the name of the folder, and the number of files and folders it contains.



View details about a selected folder

Preferences

The administrator can set up user, server and administration preferences. Where noted, some preferences are available to all users. Other preferences require administrator permission.

Displaying the Preferences page

From the Landing page, click Preferences. From one of the other pages, click Home in the Main menu, and then select Preferences. The Preferences page lists the sets of parameters that can be changed by the user.

- To expand or collapse the set, click the top level name next to the arrow. For example, click **User** to expand the user preferences set. Click it a second time to collapse the set.
- To save your changes, click **Submit**.
- To restore the saved preferences, click **Restore**.

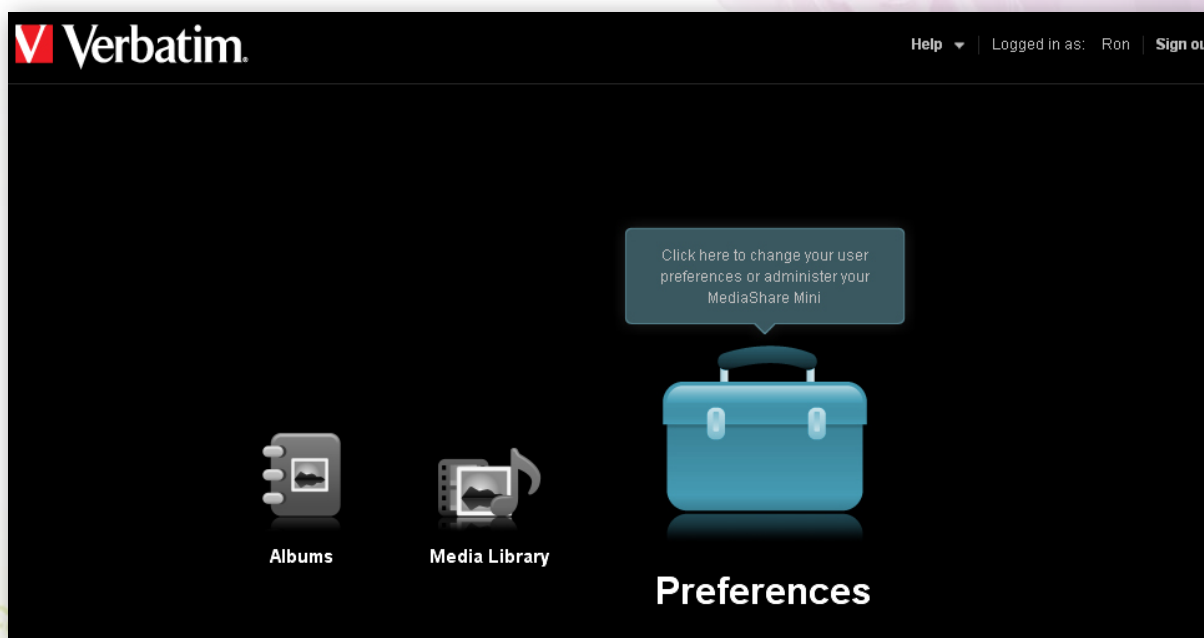


Figure 3-32 Preferences



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User Preferences

User

All users can set their user preferences at any time.

• Language

The Language list sets the language for the MediaShare Application user interface.

The selection of languages depends on your region. The default language is from your computer's configuration.

• Sharing Emails Sender

The Sharing Emails Sender box sets the return email address for messages sent by MediaShare when you share an album with friends.

• Home Background position

Choose between "Center" or "Fit to screen" for the image being displayed as background on the landing page of the MediaShare Mini application.

• Clear Home Background

Clicking **Clear Home Background** removes the image from your Landing page.

• What to do when a file already exists

The What to do when a file already exists box sets the behavior if you copy or move a file to a folder that already contains a file with the same name. Choices are:

- Overwrite old file** – The new file replaces the old file.
- Keep existing file** – The old file is retained, and the new file isn't copied/moved.
- Rename new file** – The old file is retained, and the new file is copied/moved but renamed.

• Share new albums with other user accounts by default

The "Share new albums with other user accounts by default" list controls whether new albums will be shared with other MediaShare users by default. You can override the setting when you create or edit an album.

- No** - New albums will not be shared with family.
- Yes** - New albums will be shared with family.

User Preferences

- ▶ User
- ▶ Change Password



User Preferences

▼ User

Language English ▼

Sharing Emails Sender

Home Background Position Center ▼

Clear Home Background Clear

What to do when a file already exists Rename new file ▼

Share new albums with other user accounts by default No ▼

Share new albums with media players by default No ▼

Resume Audio Playback No ▼

Hide help tips No ▼

Reset all 'Do not show again' prompts Reset

Submit Reset

Figure 3-33 User Preferences - User Area



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• Share new albums with media players by default

The Share new albums with media players by default list controls whether new albums will be shared with media players on your home network by default. You can override the setting when you create or edit an album. The media player must support the UPnP-AV (Universal Plug and Play - Audio Visual), DLNA (Digital Living Network Alliance) or Windows Media Connect standard. Media players include gaming consoles (Xbox 360 and PS3), digital photo frames, iTunes clients, IP televisions, networked sound systems (e.g. Sonos) and many more.

- No** - New albums will not be shared with media players.
- Yes** - New albums will be shared with media players.

• Resume Audio Playback

Primarily for use with Audiobooks, this option allows you to stop an audio track knowing that MediaShare will then save that position. The next time the track is played it will resume from the saved position.

• Hide help tips

- No** - Disables the Tip of the Day.
- Yes** - Default is Yes.

• Reset All 'Do not show again' Prompts

Clicking **Reset all 'Do not show again' Prompts** removes any saved prompts and reactivates all windows where the "Do not show me again" option has been previously chosen.

Change Password

- Password** - Enter your new password in the Password box.
- Confirm Password** - Re-enter your new password in the Confirm Password box.

User Preferences

► User

▼ Change Password

Use this form to change your password

Password:

Please choose a password that is at least 6 characters long and contains 1 digit.

Confirm Password:

Figure 3-34 User Preferences - Diskspace Area

Verbatim.

User Preferences

▼ User

Language: English

Sharing Emails Sender:

Home Background Position: Center

Clear Home Background: Clear

What to do when a file already exists: Rename new file

Share new albums with other user accounts by default: No

Share new albums with media players by default: No

Resume Audio Playback: No

Hide help tips: No

Reset all 'Do not show again' prompts: Reset

Figure 3-33 User Preferences - User Area

Server Preferences

The Server Preferences area allows you to set the following:

- Network Sharing
- uPNP Router Configuration
- Notifications
- Network Services
- LAN Connection
- Data and Time
- Remote Access

Server Preferences

- ▶ Network Sharing
- ▶ UPNP Router Configuration
- ▶ Notifications
- ▶ Network Services
- ▶ LAN Connection
- ▶ Date and Time
- ▶ Remote Access

Figure 3-35 Server Preferences

Network Sharing

The Workgroup name box sets the name of the workgroup. The workgroup gives the computers on your home network access to the MediaShare through Explorer/Finder, and to the USB printer optionally connected to the MediaShare.

Server Preferences

▼ Network Sharing

Workgroup Name:

Submit

Reset

Figure 3-36 Network Sharing



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uPNP Router Configuration

In certain circumstances it may be necessary to disable MediaShare's default settings relative to uPnP and port forwarding tables, such as when the ports are required to be used by another application. The options under uPnP Router Configuration allow you to change these default settings as necessary.




Figure 3-37 uPNP Router Configuration

Notifications

The Notifications box sets the email address for notifications about the MediaShare Mini. You can set one or more email addresses, use a comma to separate emails.

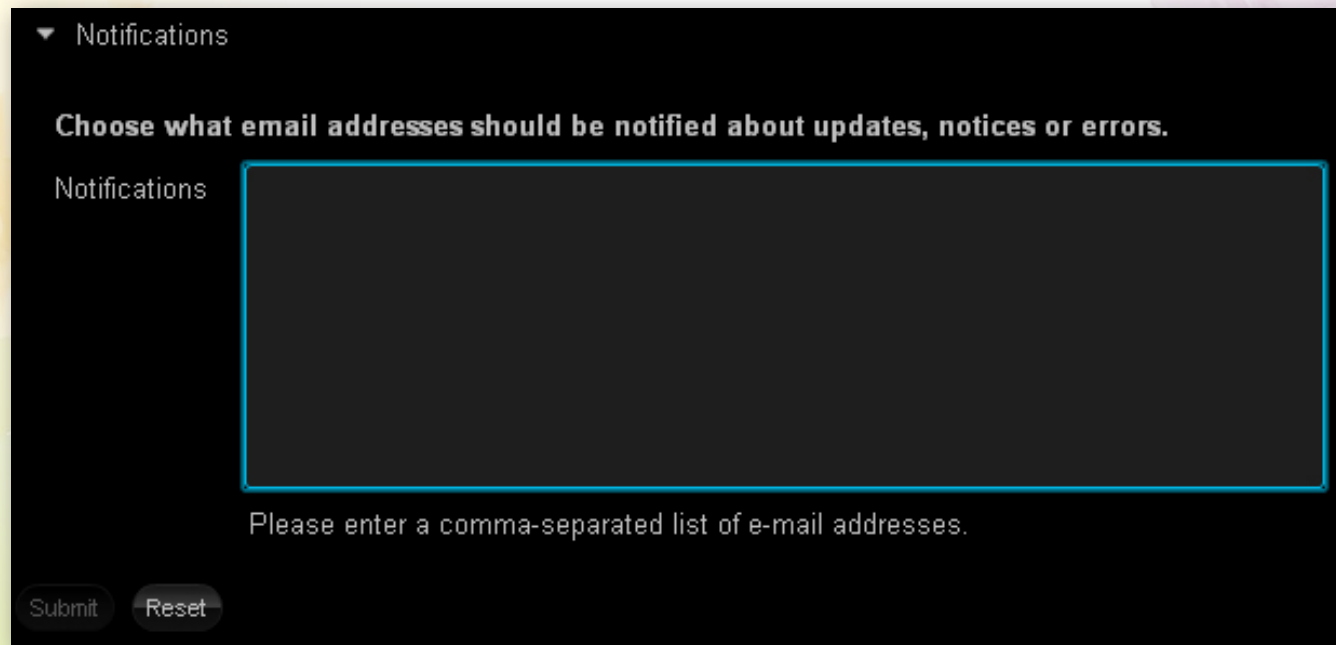


Figure 3-38 Notification Preferences



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Network Services

You can control FTP access to the MediaShare Mini. For better security, disable FTP access unless you specifically require it. If FTP is enabled, you can use it to upload and download files.

• Enable FTP access to your local LAN

The Enable FTP access to your local LAN list controls whether a local user can FTP into the MediaShare Mini.

- a. **Yes** - A local user can FTP into the MediaShare Mini.
- b. **No** - A local user cannot FTP into the MediaShare Mini.

• Enable FTP access to the Internet

The Enable FTP access to the Internet list controls whether a remote user can FTP into the MediaShare Mini.

- a. **Yes** - A remote user can FTP into the MediaShare Mini.
- b. **No** - A remote user cannot FTP into the MediaShare Mini.

LAN Connection

• Obtain IP address automatically

The Obtain IP address automatically list controls whether the MediaShare Mini obtains a dynamic IP address from the router. The administrator can set IP address information for the MediaShare Mini.

- a. **Yes** - MediaShare Mini automatically obtains a dynamic IP address from the router using DHCP. In most cases, use this setting.
- b. **No** - MediaShare Mini will use the static IP address entered into the Server IP address box. This is rarely required, but may improve performance for remote users. Selecting No enables the Server IP address, Server netmask, and Gateway boxes.

Server IP address - The Server IP address box sets the static IP address for the MediaShare Mini.

Obtain the static IP address from your ISP (Internet service provider), and use it to replace the dynamic IP address that appears in the box by default. The Server IP address box only appears if Obtain IP address automatically is set to No.

Server netmask - The server netmask box sets the subnet mask. The subnet mask determines the address range of the subnet. Data to addresses within the subnet (e.g. between your computer and the MediaShare Mini) are routed within the network. Data to addresses outside the subnet (e.g. between a remote user and the MediaShare Mini) are routed to the Internet. Most home networks with less than 255 nodes use netmask.24. The Server netmask box only appears if Obtain IP address automatically is set to No. Netmask choices are:

netmask.24 (255.255.255.0)
/8 (255.0.0.0)
/16 (255.255.0.0)
/32 (255.255.255.255)

Gateway - The gateway box sets the IP address of the device that routes data from the MediaShare Mini to the Internet (i.e. the router). The Gateway box only appears if Obtain IP address automatically is set to No.

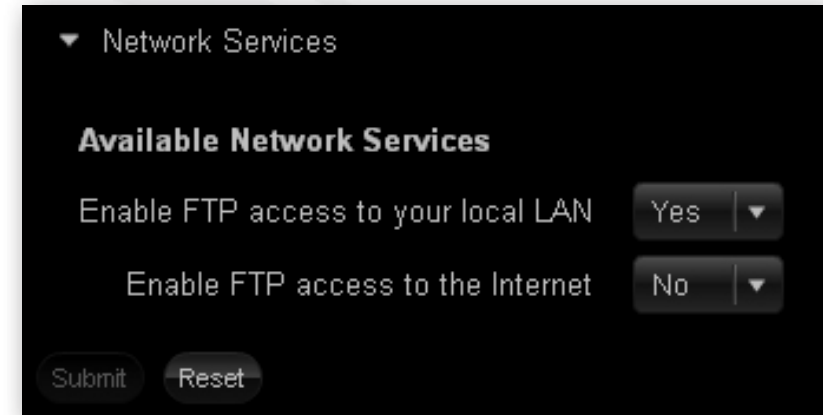


Figure 3-39 Network Services Preferences



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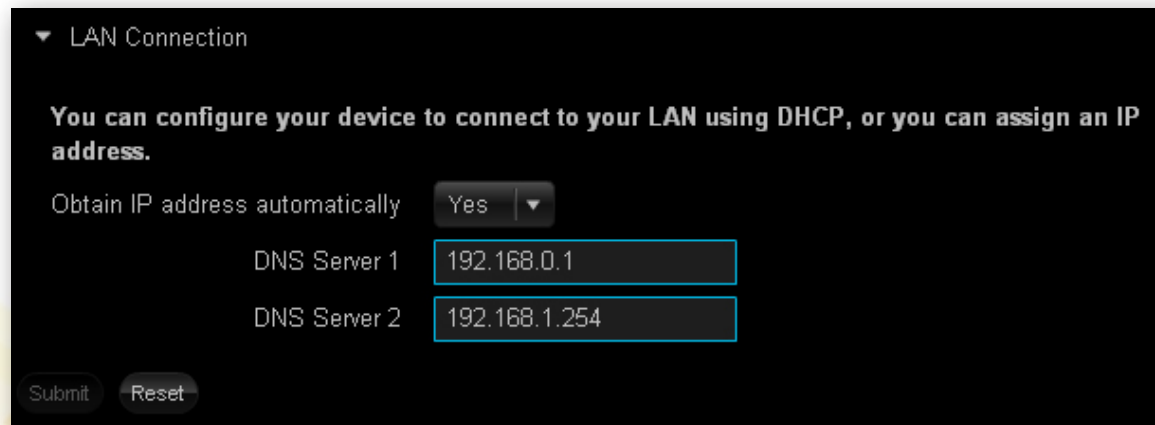
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1. DNS Server 1

The DNS server 1 box sets the primary domain name server. This is obtained automatically from your router's DHCP configuration, and is provided by your ISP.

2. DNS Server 2

The DNS server 2 box sets the secondary domain name server. This is obtained automatically from your router's DHCP configuration, and is provided by your ISP.



▼ LAN Connection

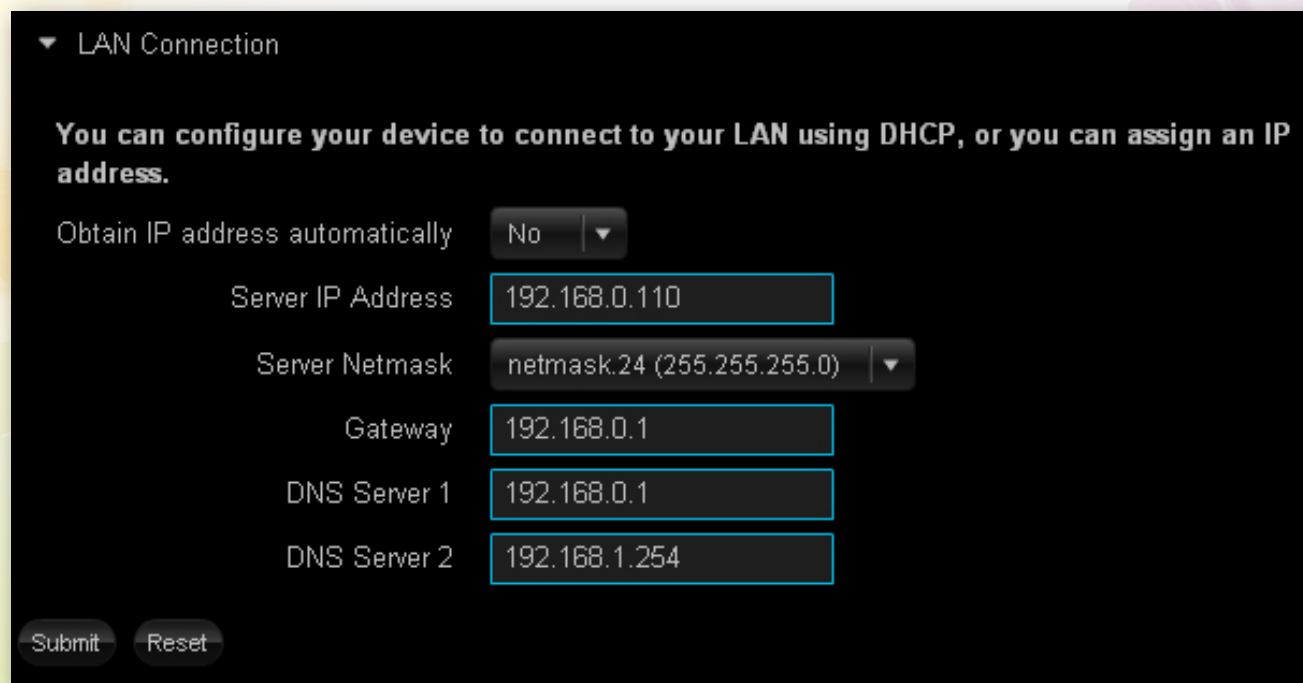
You can configure your device to connect to your LAN using DHCP, or you can assign an IP address.

Obtain IP address automatically ▼

DNS Server 1

DNS Server 2

Figure 3-40 Network Services Preferences



▼ LAN Connection

You can configure your device to connect to your LAN using DHCP, or you can assign an IP address.

Obtain IP address automatically ▼

Server IP Address

Server Netmask ▼

Gateway

DNS Server 1

DNS Server 2

Figure 3-41 Network Services Preferences



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Date and Time

The administrator can set the date and time for the MediaShare Mini.

• Set date and time from the Internet

The Set date and time from the Internet list controls where the MediaShare Mini obtains the date and time.

- a. **Yes** - The MediaShare Mini obtains the date and time from NTP (network time protocol) servers. In most cases, use this setting. Selecting Yes enables the Internet Time Servers box. Internet Time Servers - The Internet Time Servers box sets the NTP servers used by the MediaShare Mini. In most cases, use the default NTP servers. The Internet Time Servers box appears if Set date and time from the Internet is set to Yes.
- b. **No** - The administrator sets the date and time for the MediaShare Mini. Selecting No enables the Date and Time controls.

1. Date

The Date control sets the current date. Set the date by clicking the Calendar icon and then choosing the year, month and date. The Date control appears if Set date and time from the Internet is set to No.

2. Time

The Time control sets the current time. Set the time using the up and down arrows after clicking the hour and minute. The Time control appears if Set date and time from the Internet is set to No.

3. Country

The Country list allows you to select your country.

4. City

The City list allows you to select a city within your time zone.

▼ Date and Time

Set the time, date, and timezone for your location. This will ensure that the clock is set correctly on your device.

Set date and time from the Internet

Date

Time

Country

City

Figure 3-42 Network Services Preferences



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Remote Access

This option allows you to disable or enable Remote Access to our MediaShare Mini. Also in “Remote Access” you have the option to change the name of your MediaShare Mini device. This can be completed without having to enable or disable remote access.

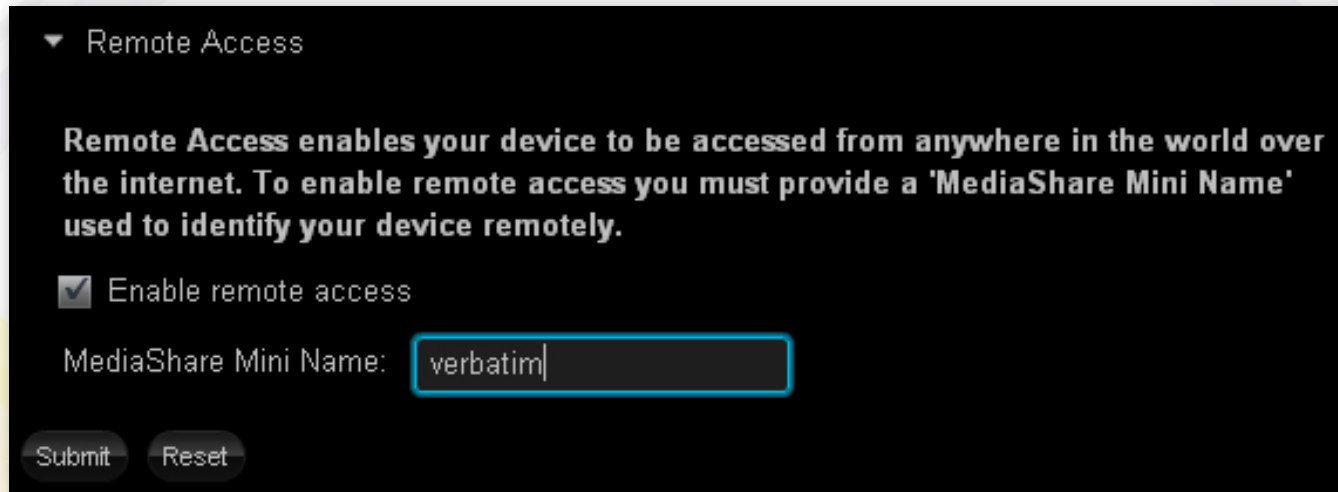


Figure 3-43 Remote Access Preferences

Administration

The Administration area gives access and allows you to:

- Add New Users
- Edit Users
- Shutdown and restart the MediaShare
- Obtain Software Updates
- Upgrade your subscription from Standard to Premium
- Add USB options
- Set MediaShare to automatically turn on and off

Add New User

1. Account User Name

The Account User Name box sets the name of the user. It must be at least three characters.

2. Display Name

The optional Display Name box sets the name that will appear in the Main menu of the MediaShare Mini Application. The display name will also appear in the Albums page before the user's albums. If used, it must be at least three characters.

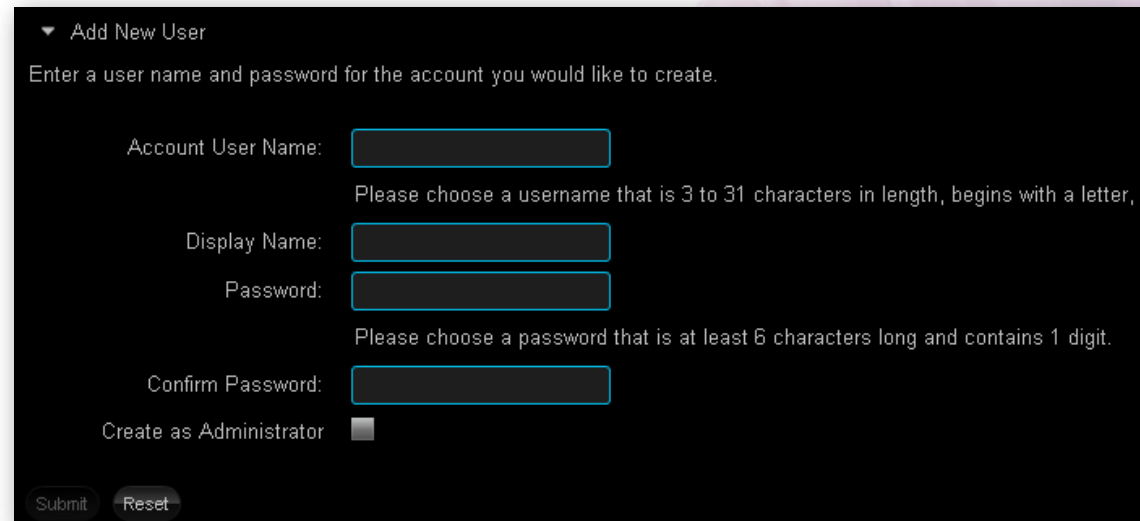


Figure 3-44 Add New User Preferences



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3. Password

The Password box sets the user's password. It must be at least six characters, and one of the characters must be a digit.

4. Confirm Password

Re-enter the password in the Confirm Password box.

5. Create as Administrator

Selecting the Create as Administrator check box gives the user administrator permissions. The default setting denies administrator permissions.

A user with administrator permissions has access to all the preferences. A user without administrator permissions only has access to the User, and Change Password preferences.

Edit user

Once a user is added, you can edit user accounts. The options are the same as for Add New User.

1. Account User Name

The Account User Name list contains the users added previously, and allows you to select the account to edit. It must be at least three characters.

2. Display Name

The optional Display Name box sets the name that will appear in the Main menu of the MediaShare Mini Application. The display name will also appear in the Albums page before the user's albums. If used, it must be at least three characters.

3. Password

The Password box sets the user's password. It must be at least six characters long, and one of the characters must be a digit.

4. Confirm Password

Re-enter the password in the Confirm Password box.

5. Create as Administrator

Selecting the Create as Administrator check box gives the user administrator permissions. The default setting denies administrator permissions. A user with administrator permissions has access to all the preferences. A user without administrator permissions only has access to the User, and Change Password preferences.

Figure 3-44 Add New User Preferences

Figure 3-45 Edit User Preferences



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Shut Down

You can shut down or restart the MediaShare Mini (Figure 3-46).

1. To shutdown the MediaShare Mini, click **Shutdown**.
2. To restart the MediaShare Mini, click **Restart**.

Software Updates

You can check for software and firmware updates to the MediaShare Mini (Figure 3-47).

- a. To check for updates, click the Check Now button. If there are no updates, Your MediaShare Mini is up-to-date appears.

MediaShare Mini Premium Subscription

You can update your Standard subscription to a Premium subscription at any time. More can be learned about the Premium offering by following the link on www.myverbatim.com.

External Storage

Here you can view details of the drives connected to MediaShare Mini including such details as overall drive capacity size, free space, status etc (Figure 3-48).

You can select any of the drives connected and perform the following operations:

Eject: Use to remove the selected USB drive connected to MediaShare Mini. It is necessary to use the Eject function prior to disconnecting a drive to avoid potential data corruption.

Format: Use to format the selected drive. All data will be erased.

Administration

- ▶ Add New User
- ▶ Edit User
- ▼ Shut Down

Use the buttons below to restart or shutdown your device.

Shutdown Restart

Figure 3-46 Administration - Shutdown/Restart

Software Updates

Here you can check to see if there are any updates available on the Internet.

Check Now

Figure 3-47 Administration - Software Updates

External Storage

Device	Vendor	Size	Free Space	Port	Location	Use	Status
<input checked="" type="radio"/>	Verbatim	7.53GB	7.45GB	USB	/dev/sda1 ntfs /home/Dexternal/V..	Storage	Active

Eject Format

Figure 3-48 External Storage



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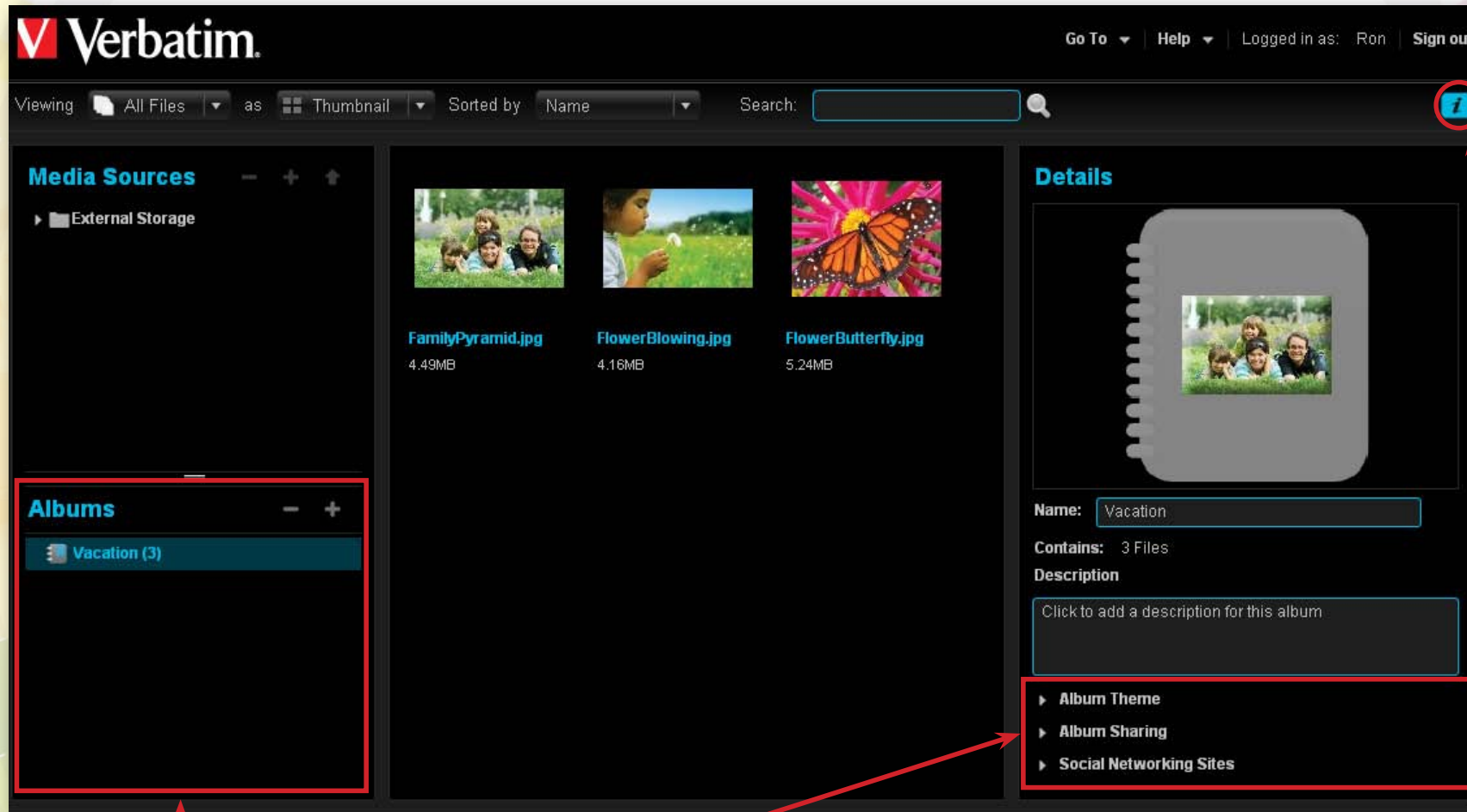
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Working with Albums

An album contains references to files, but does not contain copies of the actual files. This way you can have the same file in multiple albums without taking up additional space. Albums are great ways to make specific content accessible from a library without sharing the entire library. However, if you delete a file from the original folder, it will no longer be available in the albums. You can add a theme to your album by displaying background graphics that come with the MediaShare Mini application. You can leave the album unshared for your own enjoyment, or you can share it with your family, friends or everyone.

Navigate to the Media Library where you will see on the bottom left the Albums area. This is where you will create albums, add files, and share albums with friends, other MediaShare Mini accounts or upload to your Facebook or Flickr account.

Albums Overview



"Albums" is where all active albums are displayed.

Click on Album Theme to change theme settings.
Click on Album Sharing to modify sharing settings.
Click on Social Networking Sites to upload an album to Facebook or Flickr (Premium subscription required).

Click the "i" icon after selecting an album to display the Details page. In the Details page you can modify Album Theme setting, Album Sharing, and access Facebook and Flickr upload links.



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Creating an Unshared Album

You can add the contents of a folder to a new album that only you can see. The folder can be shared later using the Details area, which is accessed by clicking on the information icon on the top right area in the Media Library, to modify the settings.

1. To add a new unshared album

- Go to the Media Library section and click the New Album icon, "+".
- Enter the Name of the album and an optional description.
- Select the theme, if desired.
- Click Submit.

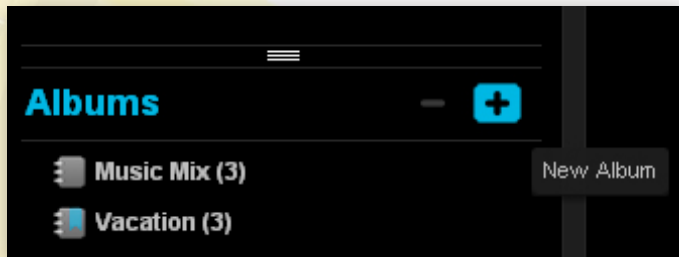


Figure 4-1 Creating a new album

Once set up, you can drag and drop folders or files from drives displayed under the External Storage into the album as shown in Figure 4-3.

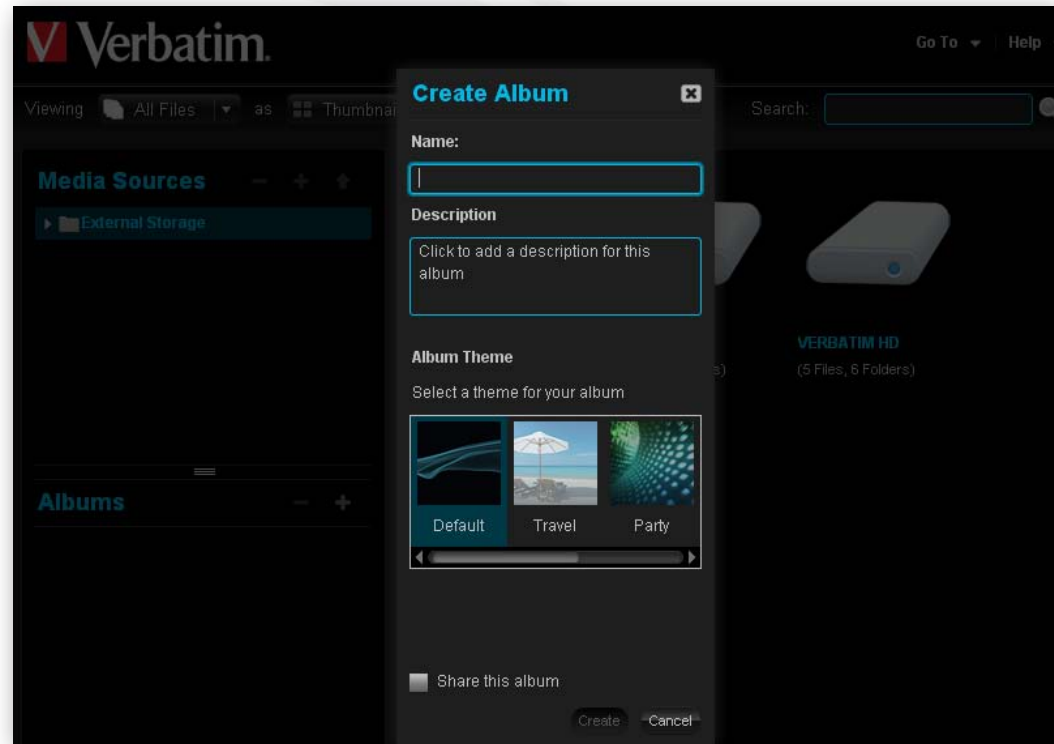


Figure 4-2 Create an Unshared Album

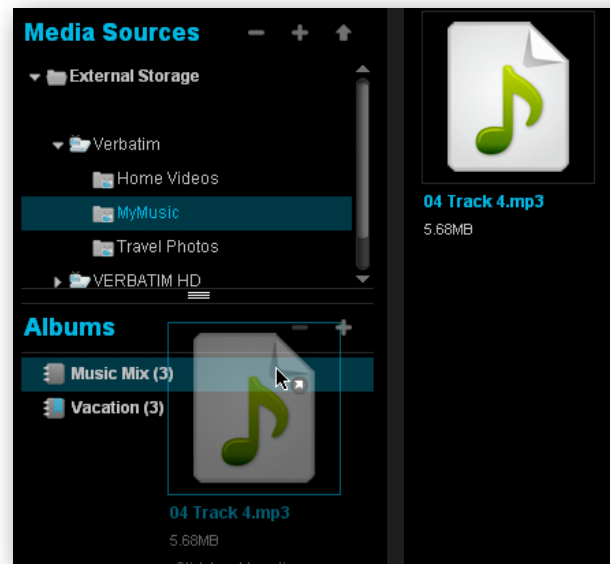


Figure 4-3 Adding a file to an album



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Creating a Shared Album

You can add the contents of a folder to a new album as shown in Figure 4-4 below. The album can be shared with family and media players on the home network, and with friends and the public on the Internet. Images in an album can be shared through social networks (Facebook, Flickr), emailing links, or RSS feeds. Flickr and RSS Feed support are only available through a Premium Subscription.

1. To add a shared album (Figure 4-4)

- Go to the Media Library section and click the New Album icon.
- Enter the Name of the album and an optional description.
- Select the theme, if desired
- Check the **Share this album** box.

This will open a new set of options. See step 2 for details on these options

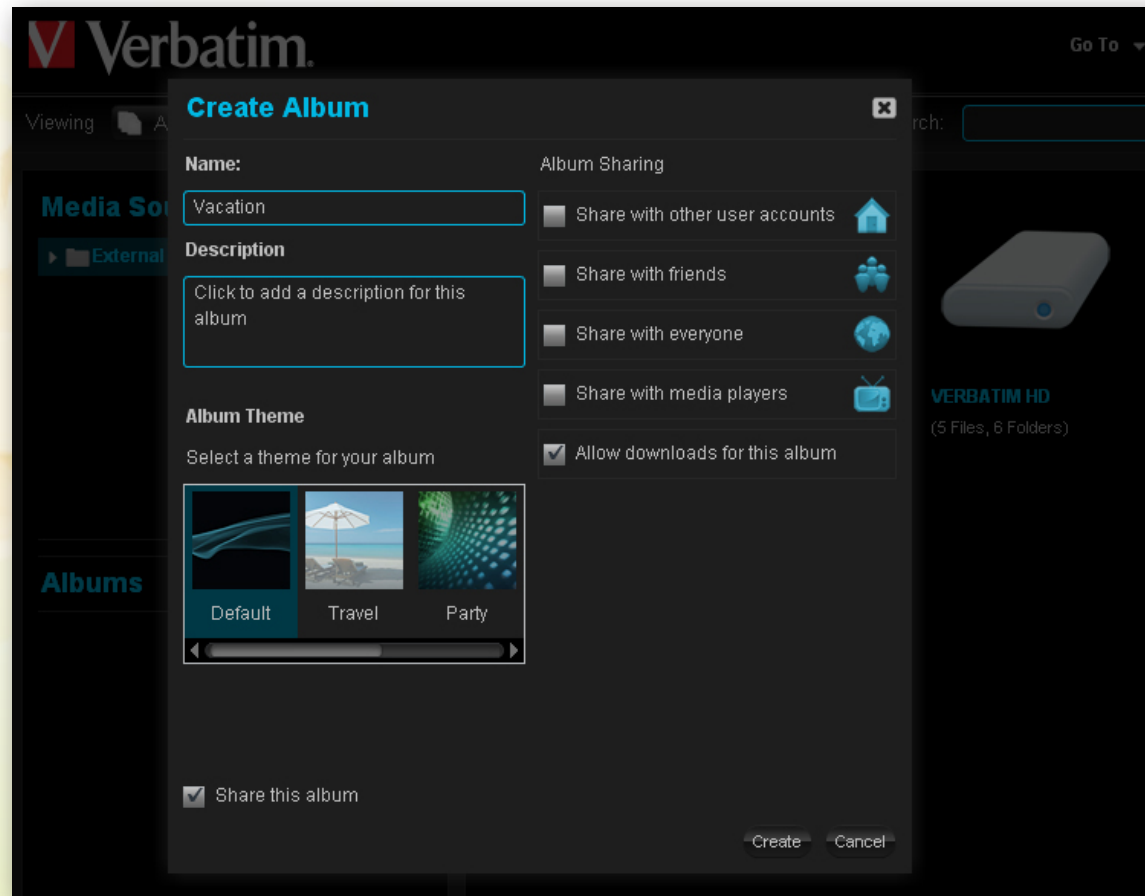


Figure 4-4 Create a Shared Album



2. Set the Album Sharing options.

a. Share with other user accounts

Checking this option allows you to share the album with other user accounts on MediaShare Mini. The album will appear in their Albums page.

b. Share with friends

To share the album with your friends, select Share with friends. Sharing an album with friends makes it available to selected contacts. If you check this box, you must add at least one friend. To add a friend, click the plus (+) sign by the icon (Figure 4-5). This will provide the opportunity for you to add your contacts with whom you want to share your album. See “Setting up Contacts” for more detailed instructions. The first time you share an album with friends, MediaShare Mini will prompt you for your email address. Emails sent by MediaShare Mini notifying your friends about shared albums will indicate they are from this email address. Each MediaShare user can set their own email address. You can change your email address later. See “Sharing Emails Sender” in the section on User Preferences in Chapter 3 for more details.

c. Share until - Setting an End Date

When you select the Share with friend or Share with everyone option, the “Share until” option appears so you can set an expiration date, if desired. By default, an album is shared indefinitely. Setting an end date determines how long you want the album to be shared. To set an end date, use the calendar to select your end date.

d. Password-protect this album - Limiting Access

Email notifications to friends contains a link to the album. By default, anyone who clicks the link can view the album unless you limit access by requiring a password. To limit access, select the Password-protect this album option. If you select this option, when a friend first clicks the link in the email notification, they are prompted to create a password. Next time they click the link, they are prompted for the same password.

e. Send email to invitees - Emailing your Friends

When you share an album with friends, MediaShare will send them an email notification from the email address you set up previously that contains a link to the album. By default, anyone who clicks the link can view the album. The link will take them to a Guest login page, where their email address is verified before giving access to the album. To email your friends, you must first set up your contacts. See “Setting up Contacts”.

f. Share with everyone

Sharing an album with everyone makes it available to the public over the web. The web site URL address will be automatically generated and appear in the album details. If you share an album with everyone, it will automatically be shared with family as well, including users without access to albums shared with family. Sharing an album with everyone also enables RSS. When you select the this option, you will be able to set an end date for sharing using the “Share until” option. See step c above.

g. Share with media players

Select this option if you want to share albums with digital media players which support DLNA / uPnP.

h. Allow downloads for this album.

This option allows anyone with access to the album to download the files for their own use.

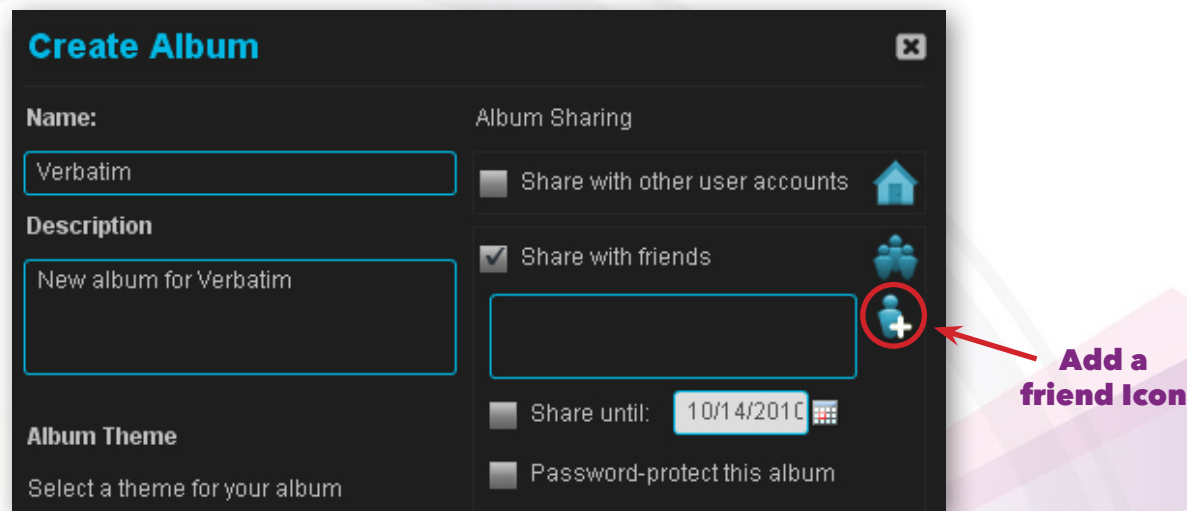


Figure 4-5 Add a Friend



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Disable Sharing

Disabling sharing prevents others from viewing your album. To disable sharing:

- Select the album.
- View its details using the information icon. Figure 4-6 shows the information icon highlighted in blue.
- Clear the Album Sharing and Social Networking Sites options.

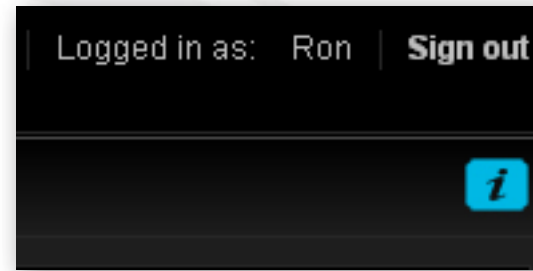


Figure 4-6 Information icon to view Album Details

Adding Files to an Album

You can add contents from any folder to an existing album. If you add files from a folder to an album, files within subfolders are not included. Adding a file to an album adds a reference to the file, but does not copy the file itself. This way you can have the same file in multiple albums without taking up additional space. However, if you delete a file from the folder, it will no longer be available in the albums. You can add multiple files at once.

- To add files to an album, select the file or folder, display the options menu, then select **Add to Album > [Album Name]**. See Figure 4-7.
- Optionally, you can easily drag and drop individual files or entire folders into the album from the file and folder main viewing area as previously explained.

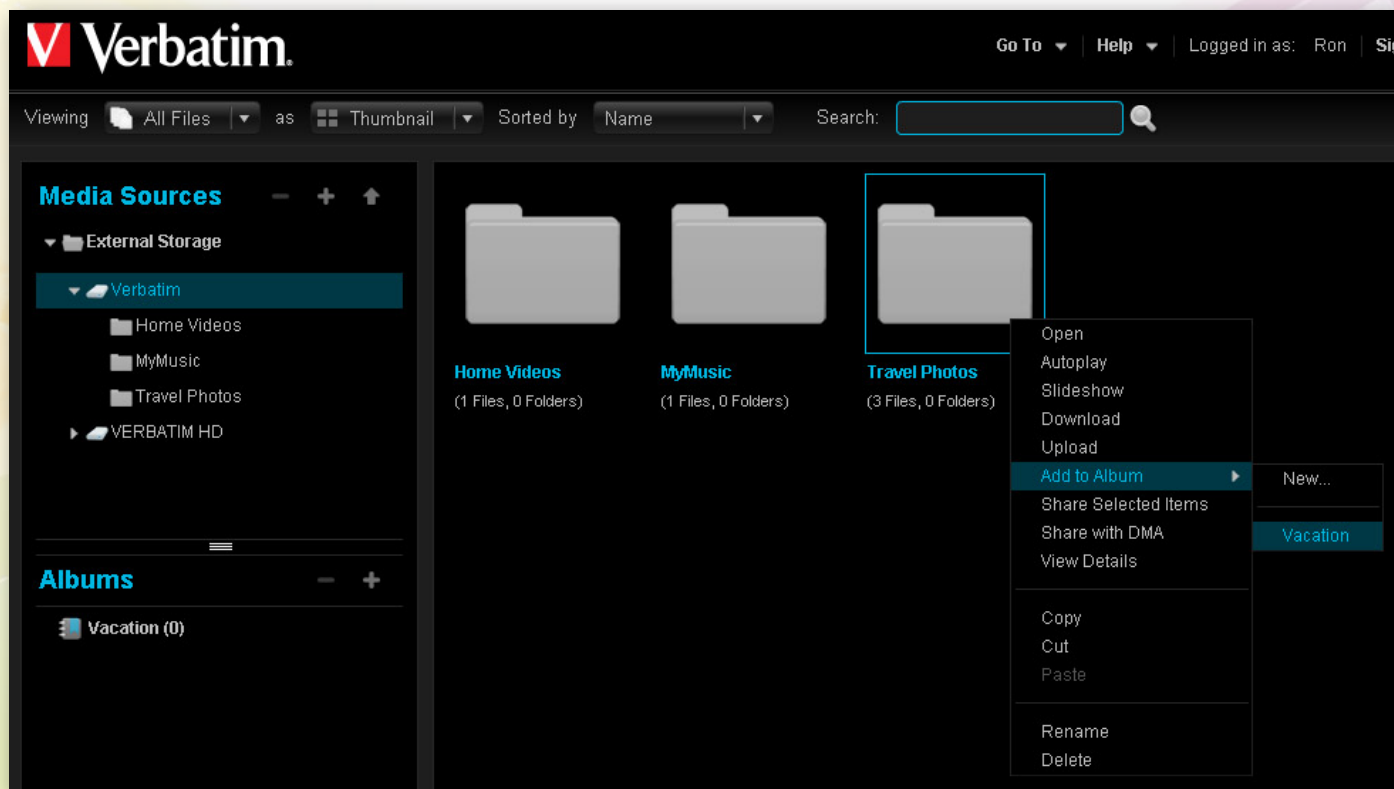


Figure 4-7 Adding a folder to an Album



Deleting an Album

Deleting an album removes access to its files, but the files themselves remain within the original folders. If you shared the album on Facebook or Flickr, the images will remain on these services. If you shared an album via RSS, the images will no longer be available to the RSS readers.

1. To delete an album, select it, click the Delete Album icon. Figure 4-8.
2. Optionally, you can select the album, display the menu option, and then select Delete.

Displaying the Album Menu

The MediaShare Application has a menu with commands for working with albums. To display the menu, move the mouse over an album. An arrow will appear beside the name. Click the arrow to display the menu.

Renaming an Album

Renaming an album changes its name. To rename an album, select the album, display the menu, and then select Rename. When prompted, enter the new name, and then click Rename.

Note: If you rename an album that is shared with friends or with everyone, the original link will no longer work. However the link will go to a page listing all your albums.

Using a File as the Album Cover

Using a file as the album cover causes its image to appear in the album icon on the Albums page. You can use an image, music, video or document. A music file will use its album art (if available). A document will use the generic document image.

1. To use a file as the album cover, start by selecting the album.
2. Select the file, display the options menu, and then select Use as Album Cover.



**Delete
Album Icon**

Figure 4-8 Delete Album Icon

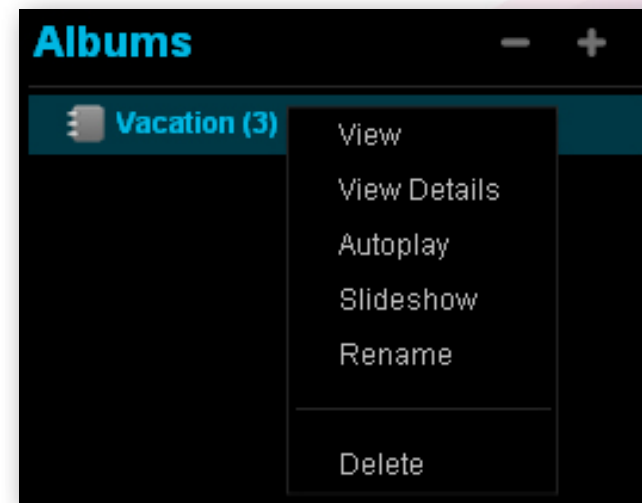


Figure 4-9 Album Menu Options



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Running a Slideshow

Running a slideshow displays the images within the album or folder, one at a time, along with their captions. Music, videos and documents are not shown. You can run a slideshow using the Albums page, or after displaying an album.

1. To run a slideshow using the Albums page, select the album, display the menu, and then select Slideshow.
2. The browser automatically shows each image with its caption.
3. You can also run a slideshow by double-clicking an image, and then clicking the Play button.

The toolbar, allows you to control the slideshow.

Playing Songs

Playing songs plays the music within the folder or album, starting with the selected song. Images, videos, documents and songs within subfolders are not played.

1. To play songs, select the album, display the options menu, and then select Autoplay. The browser automatically plays each song, and shows the album art and name of the current song.
2. To play songs after displaying an album, click Play All.

You can also play a song by double-clicking it. All the songs in the album will autoplay, starting with the first one selected.

Playing a Video

Playing a video shows the video.

1. To play a video, double-click it.
 2. You can also select the video, display the menu, and then select Play.
- The toolbar allows you control playback.

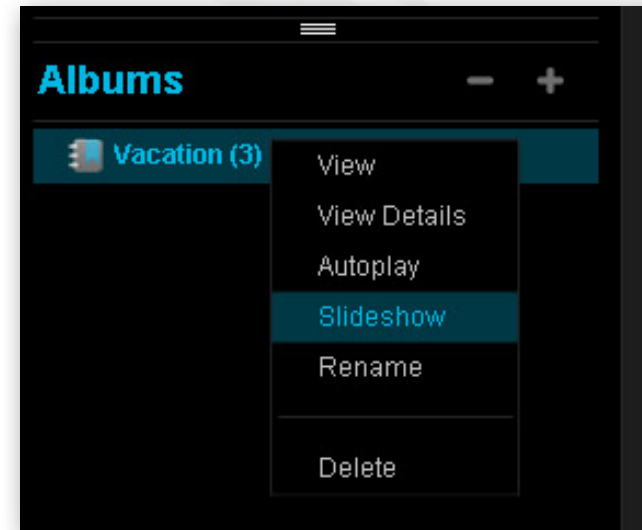


Figure 4-10 Running a Slideshow

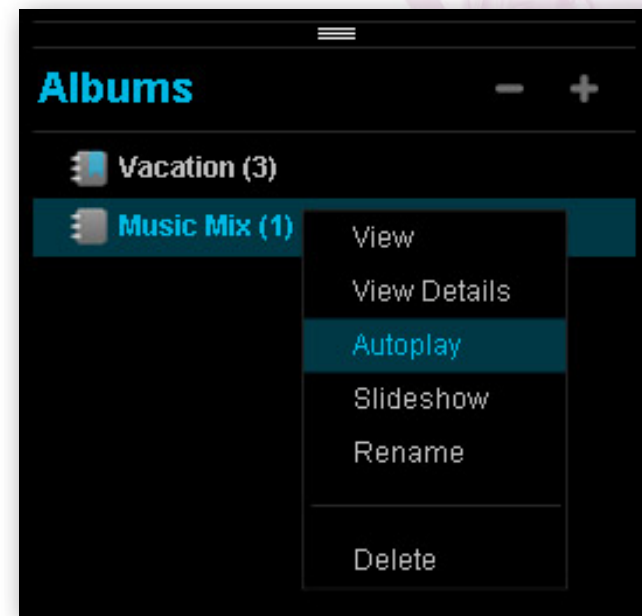


Figure 4-11 Playing Songs



Setting up Contacts

Setting up contacts is setting up your address book, and the contact list for the current album. Each user has their own address book that contains names and email addresses of your friends. You only have to set up the address book once, though you can add and remove contacts at anytime. The contact list contains friends whom you want to share the album with, and must be set up for each new album. Each album can be shared with a different set of your friends.

Viewing your contacts

Viewing your contacts shows your address book and the contact list for the current album. To view your contacts, click the Add Friends icon in the album details. The **Share with your contacts** window appears.

Setting up your address book

To add a friend to your address book, click the Create New Contact icon. Enter the Contact Name and Email Address, and then click Add. Once you add a friend to your address book, you can add them to the contact list. To remove a friend from your address book, select the friend in the Address Book list, and then click the Delete Contact icon. To edit a friend in your address book, select the friend in the Address Book list, and then click the Edit Contact icon. You can then change their name or email address.

Setting up the contact list

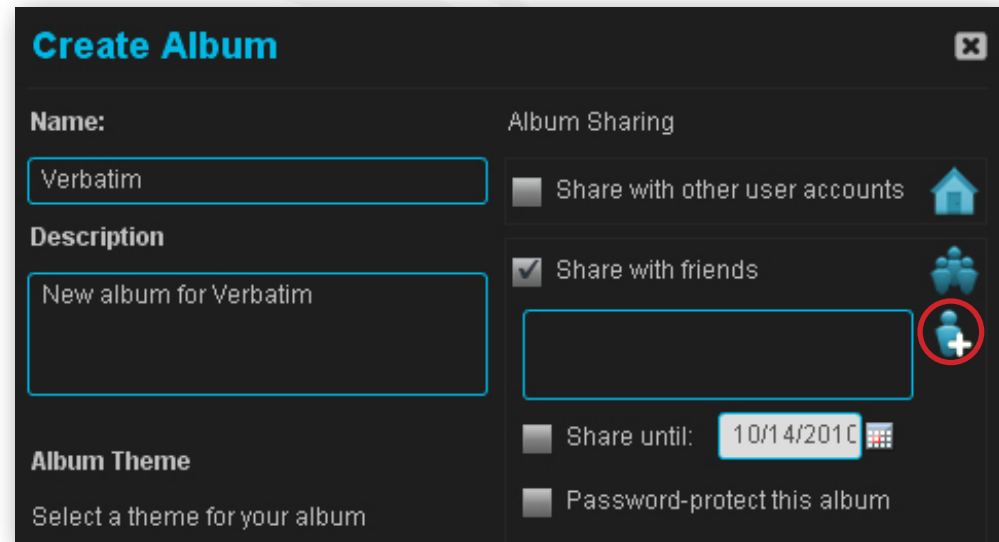
To add a friend to the contact list, select the friend in the Address Book list, and then click Add >>. To remove a friend from the contact list, select the friend in the Allowed Access list, and then click << Remove. Note that if you email an invitation to a friend, and then remove them from the contact list, they will no longer have access to the album.

Finding a friend

If you have a large list of friends, and you want to remove or notify a specific person, enter some letters from their name in the Find in list box. The Address Book list will show only matching entries.

Saving your contacts

Once you have set up your address book or contact list, click Save.



Create Album

Name: Verbatim

Description: New album for Verbatim

Album Theme: Select a theme for your album

Album Sharing:

- ☐ Share with other user accounts
- ☒ Share with friends
- Share until: 10/14/2010
- ☐ Password-protect this album

Figure 4-5 Add a Friend icon



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Sharing with Facebook

Any “Album” on MediaShare Mini can easily be shared through your Facebook account. MediaShare Mini will only upload images from an album: not documents, music or videos. The images will be uploaded with their captions, but not their tags. Removing images from an album will not remove them from Facebook.

Images in the album can be uploaded directly to your Facebook page as follows:

1. First select the **album** you would like to upload to your Facebook account.

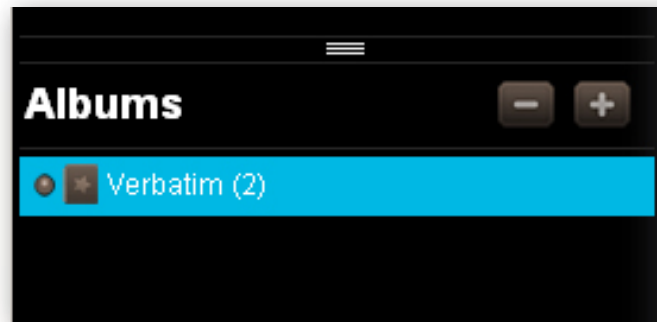


Figure 5-1 Select Album to Upload to Facebook

2. With the **Album** selected, click on the **information button** on the top right area:

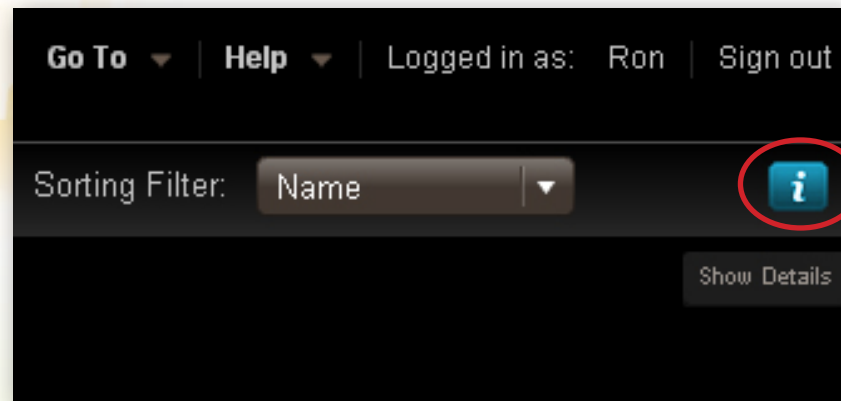


Figure 5-2 Select Information Icon to Display Details



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3. After clicking, the “Details” page will open. At the bottom, click on the “Social Network Sites” section to view the “Share with Facebook” option.

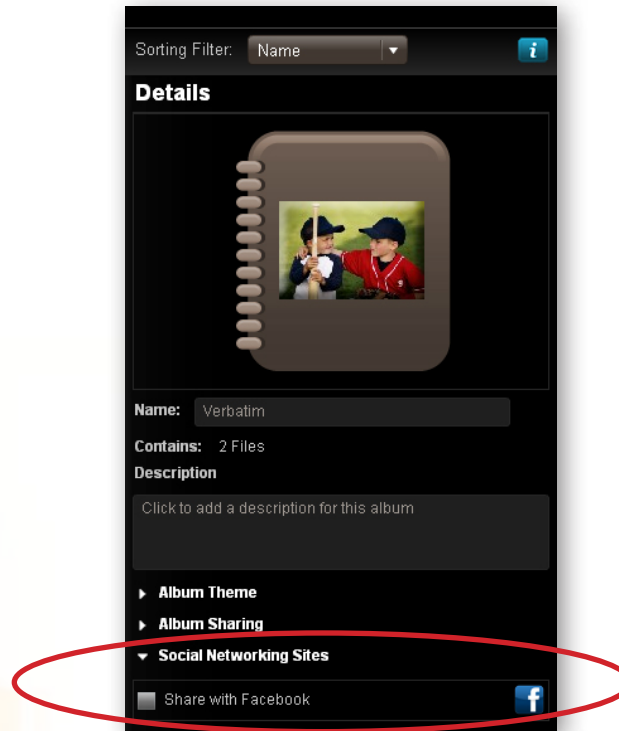


Figure 5-3 Locate “Share with Facebook”

4. Select “Share with Facebook”. The Service Authorization window appears.

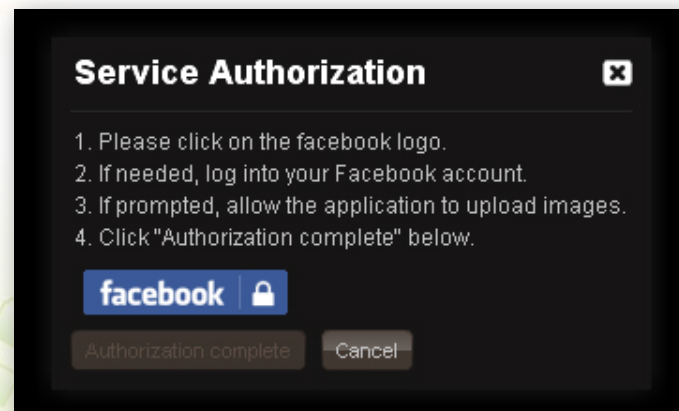


Figure 5-4 Facebook Service Authorization



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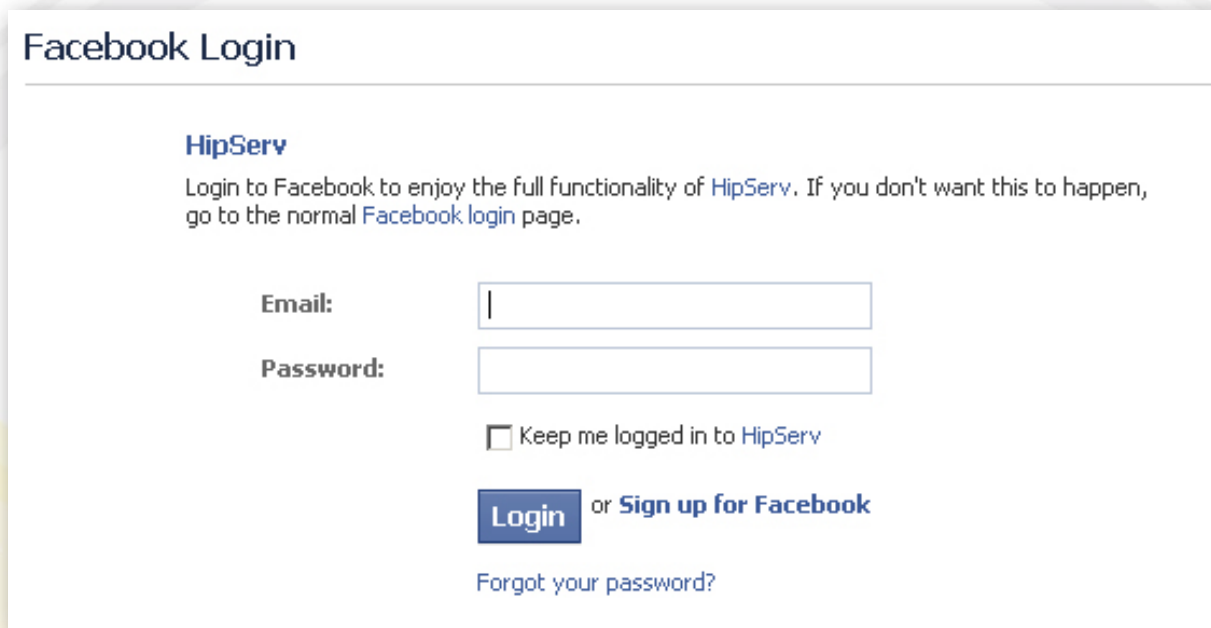


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5. Click on the blue **Facebook** link icon. A new browser window appears, prompting you to authorize Facebook to use MediaShare™ Hipserv™.



The screenshot shows the Facebook Login interface. At the top, it says "Facebook Login". Below that, the "HipServ" logo is displayed. A message reads: "Login to Facebook to enjoy the full functionality of HipServ. If you don't want this to happen, go to the normal Facebook login page." There are two input fields: "Email:" and "Password:". Below the password field is a checkbox labeled "Keep me logged in to HipServ". At the bottom, there is a blue "Login" button followed by the text "or Sign up for Facebook". A link "Forgot your password?" is also present.

Figure 5-5 Login to Facebook Account

6. If necessary, enter your **Facebook user name** and **password**. "Hipserv" will then be authorized to link with your Facebook account and a message saying the current browser window can be closed should appear.

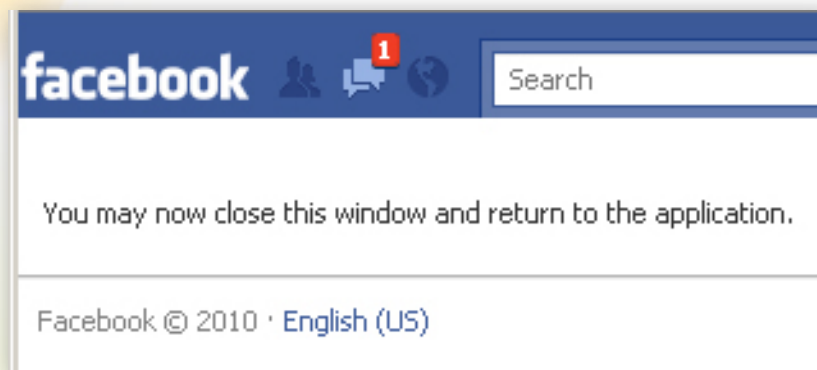


Figure 5-6 Hipserv Application Authorized



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7. Return to the MediaShare application window in your browser and click **“Authorization complete”** which should now be available for selection.

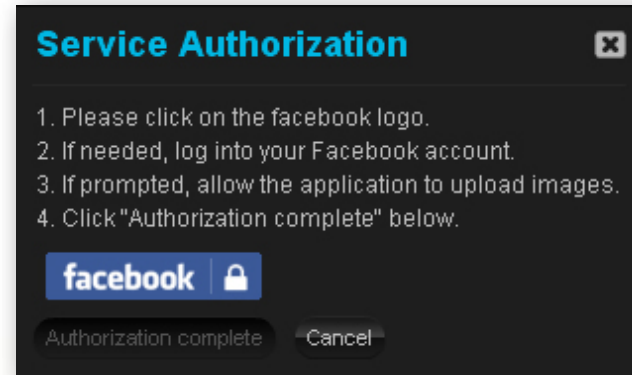


Figure 5-7 Authorization Complete

8. Next you will be presented with the option to either create a new album or merge the photos with an existing album in your Facebook account. Select **“Create”** after deciding which album to use and optional description.

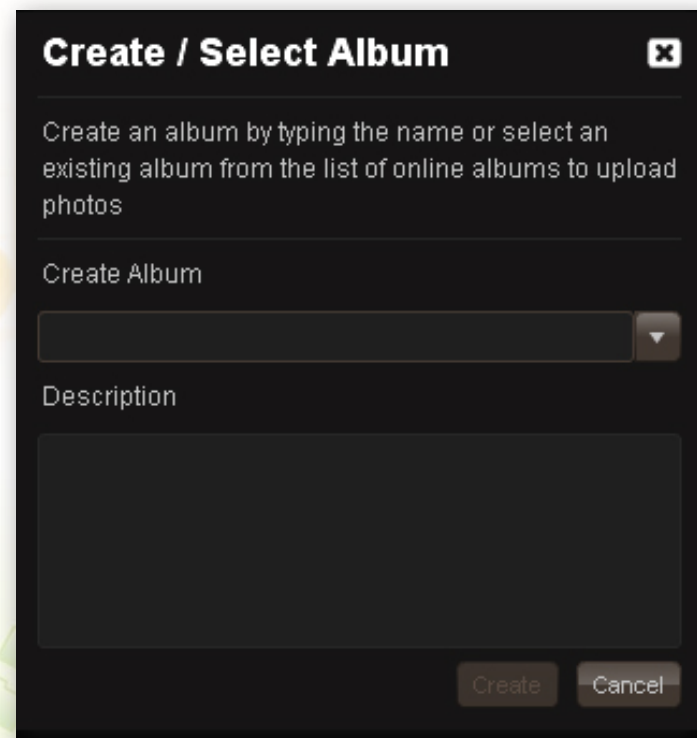


Figure 5-8 Select or Create Album to Upload



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9. MediaShare will then proceed to upload the images to the Facebook photo album.



Figure 5-9 Album Uploading

10. To complete , the photo album, log in to Facebook where you will have a new request to add an album.

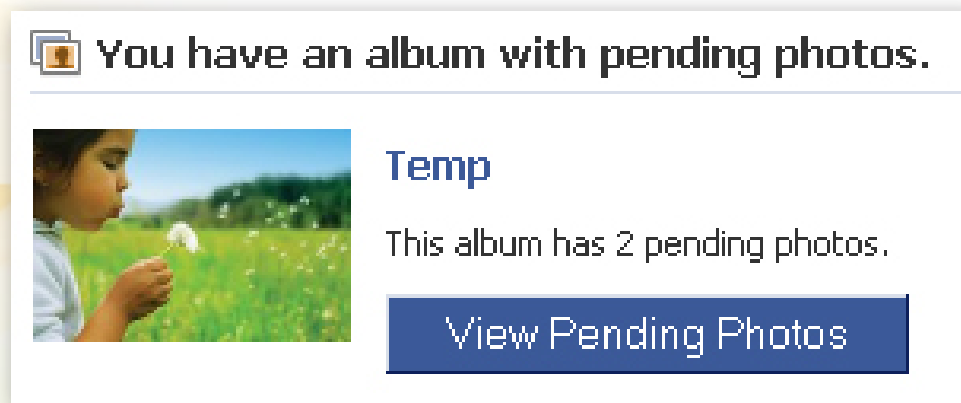


Figure 5-10 Album Uploading



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11. Select “View Pending Photos” and then on the next page select “Approve Photos” that they may be added to your album in Facebook.

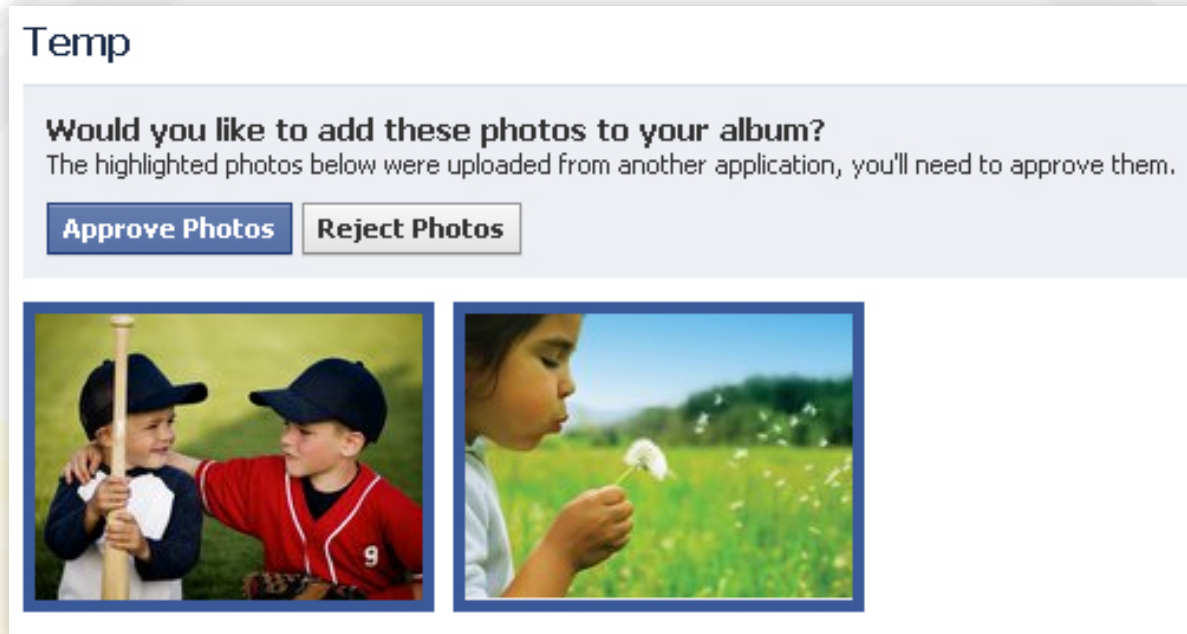


Figure 5-11 Album Uploading

Sharing with Flickr

Uploading Albums to Flickr is available only to premium subscribers.

1. First select the album you would like to upload to your Flickr account.

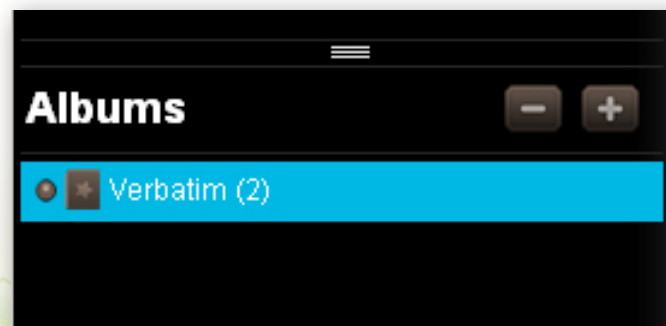


Figure 5-12 Select Album to Upload to Flickr



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2. With the **Album** selected, click on the information button on the top right area:

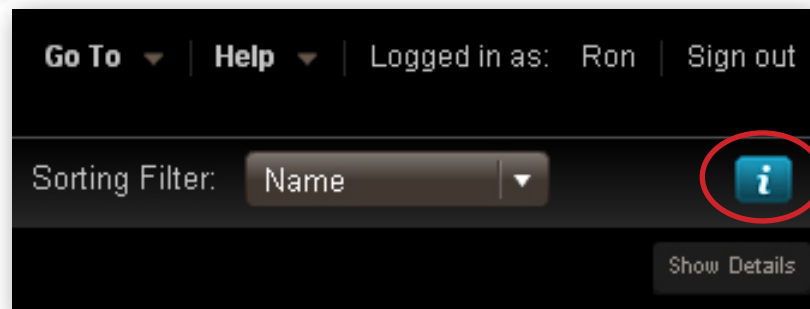


Figure 5-13 Select Information Icon to Display Details

3. After clicking, the “Details” page will open. At the bottom, click on the “Social Network Sites” section to view the “Share with Flickr” option.

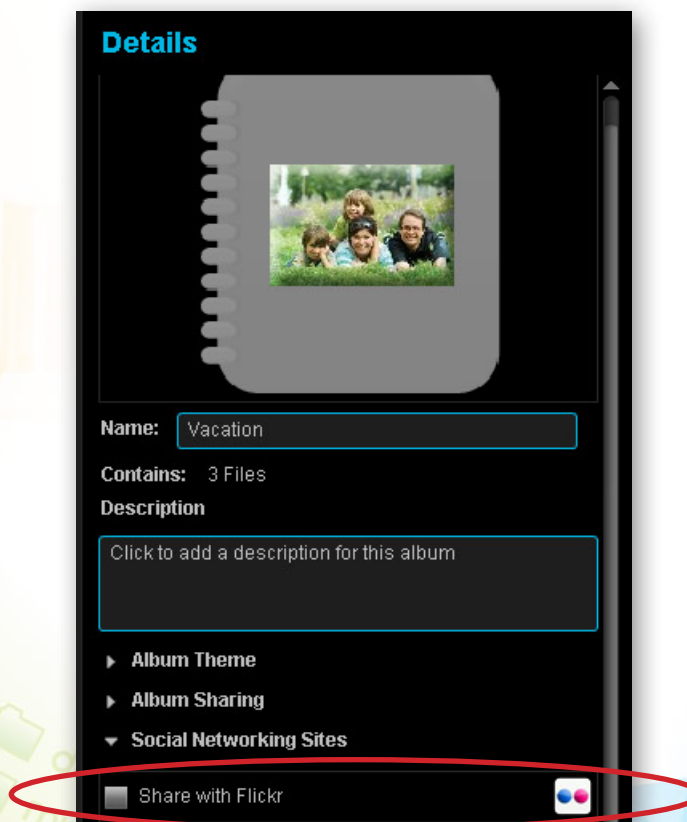


Figure 5-14 Locate “Share with Flickr”



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4. Select **"Share with Flickr"**. The Service Authorization window appears.

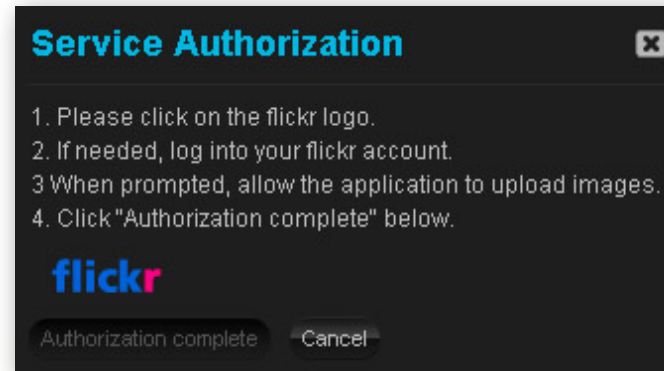


Figure 5-15 Flickr Service Authorization

5. Click on the **Flickr logo**. A new browser window appears, prompting you to sign in to your Flickr account.
6. After logging in you will see a message **"Hipserv wants to link to your Flickr account"**.

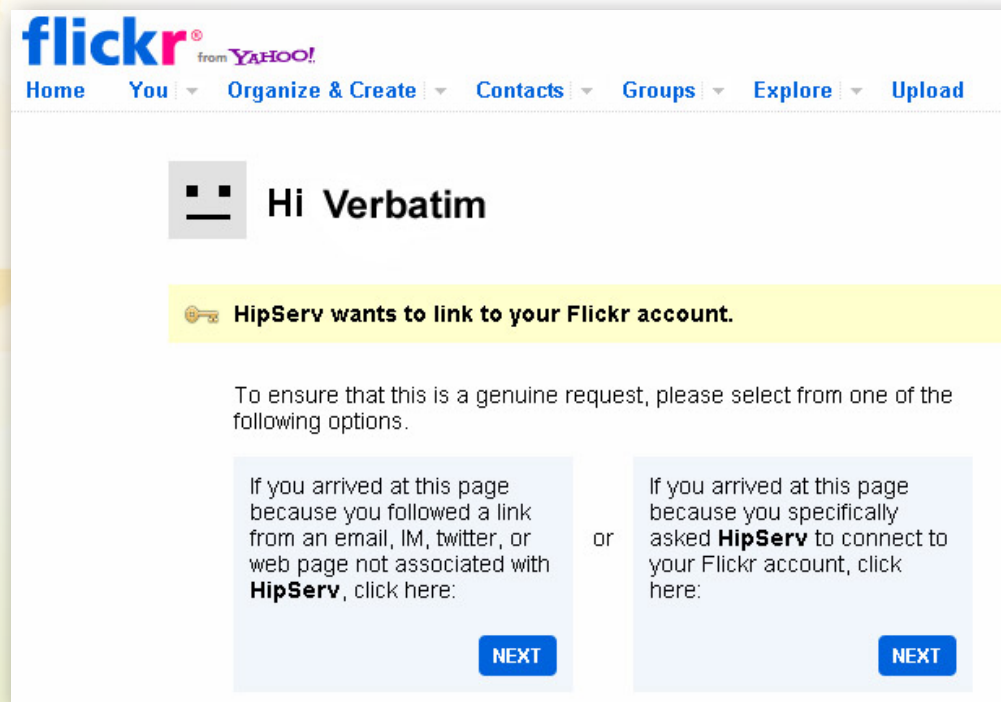


Figure 5-16 Flickr Authorization



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7. Select **"Next"** in the box saying you specifically asked for HipServ to connect to your Flickr account.
8. In the next page select **"Ok, I'll Authorize it"**.

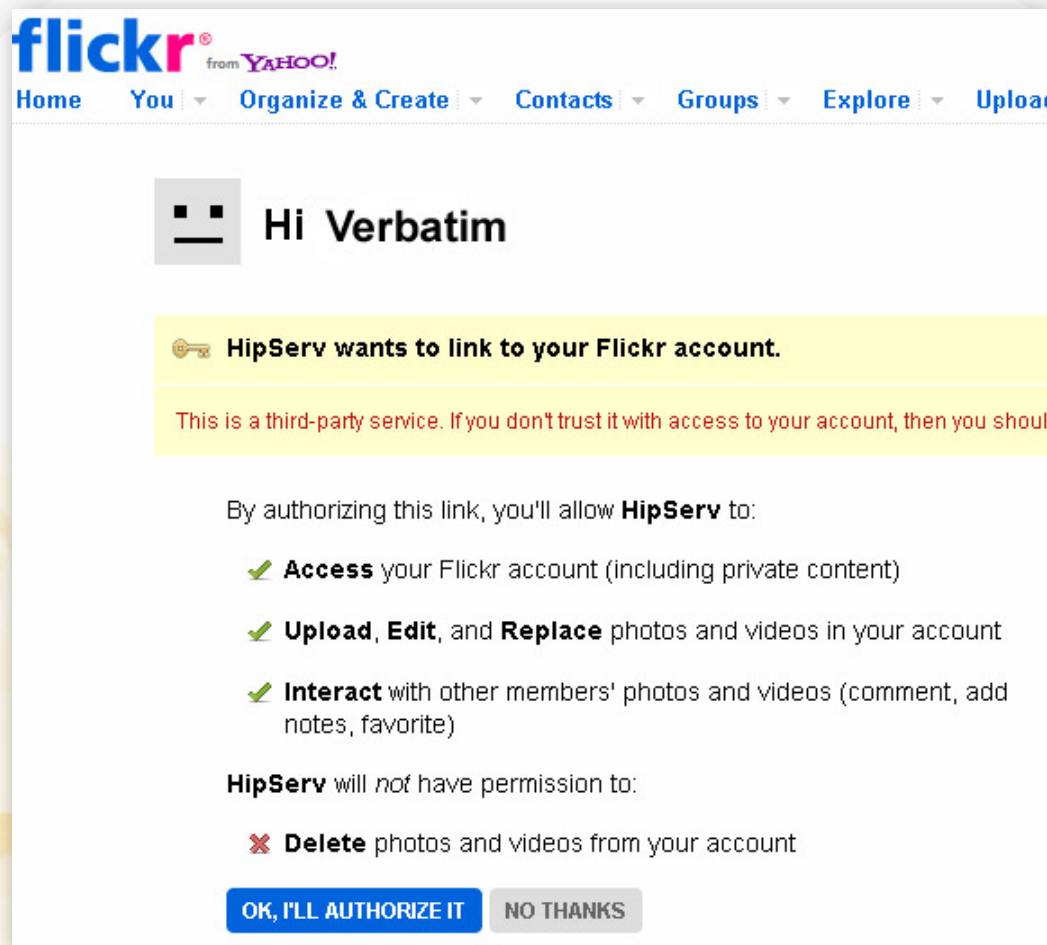


Figure 5-17 Flickr Authorization



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9. You should then receive a message saying “**You have successfully authorized the application Hipserv**”.
10. Return to the MediaShare Mini application window in your browser and click “**Authorization complete**” which should now be available for selection.

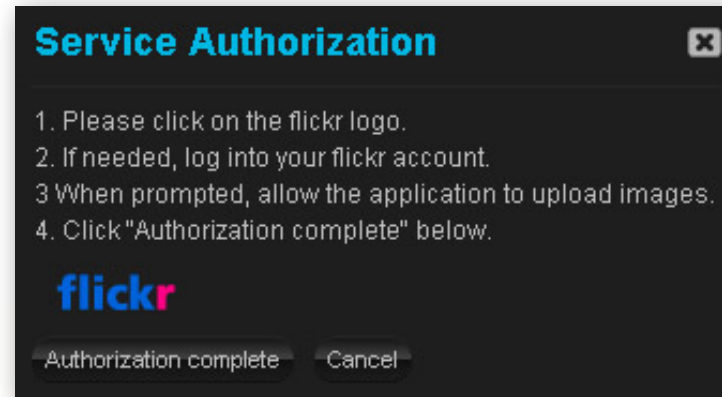


Figure 5-18 Flickr Authorization Complete

11. Next you will be presented with the option to either create a new album or merge the photos with an existing album in your Flickr account. Select “**Create**” after deciding which album to use and optional description.

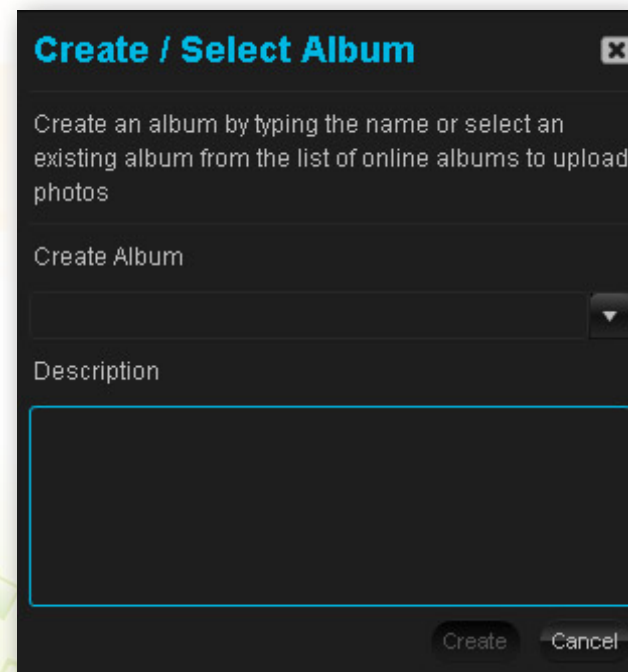


Figure 5-19 Select or Create Album to Upload



12. MediaShare Mini will then proceed to upload the images to the Flickr photo album.

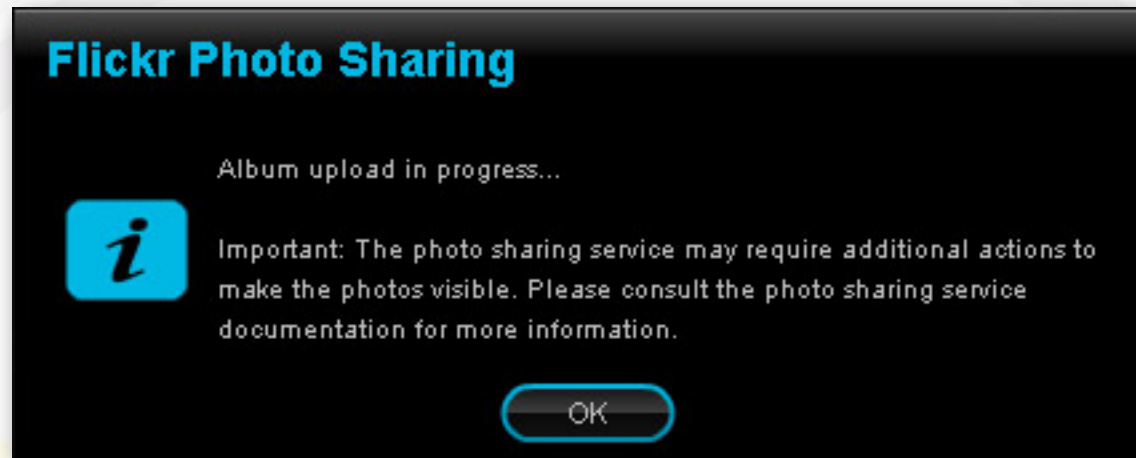


Figure 5-20 Album Uploading

13. The next time you login to Flickr you will see the photos added to your Photostream.
Note, removing images from an Album will not remove them from Flickr.



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MediaShare & Digital Media Players

Sharing with Media Players

Sharing files with media players allows media players on your home network to detect and access content within the album. The media player must support the UPnP-AV, DLNA or Windows Media Connect standard. Media players include gaming consoles (Xbox 360 and PS3), digital photo frames, iTunes clients, IP televisions, networked sound systems (e.g. Sonos) and many more (Figure 6-1).

Sharing A Folder

To share a folder and make it viewable on a media player, select the folder, display the menu, and then select Share with DMA. After a folder is shared it will display a TV icon on the folder to indicate it is sharing. All its subfolders will be shared as well. To stop a folder from sharing with media players, select the folder, display the menu, and then select Unshare with DMAs. You can then enable or disable sharing for its individual subfolders (Figure 6-2).

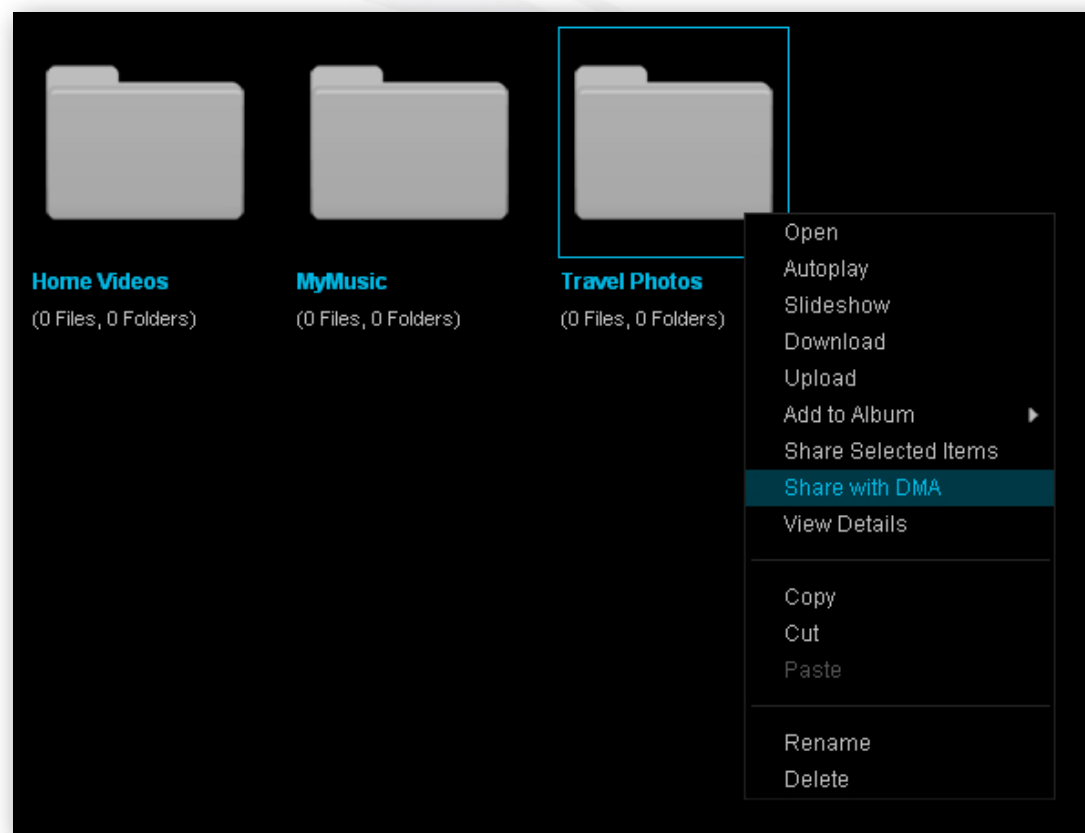


Figure 6-1 Sharing Files with Digital Media Player

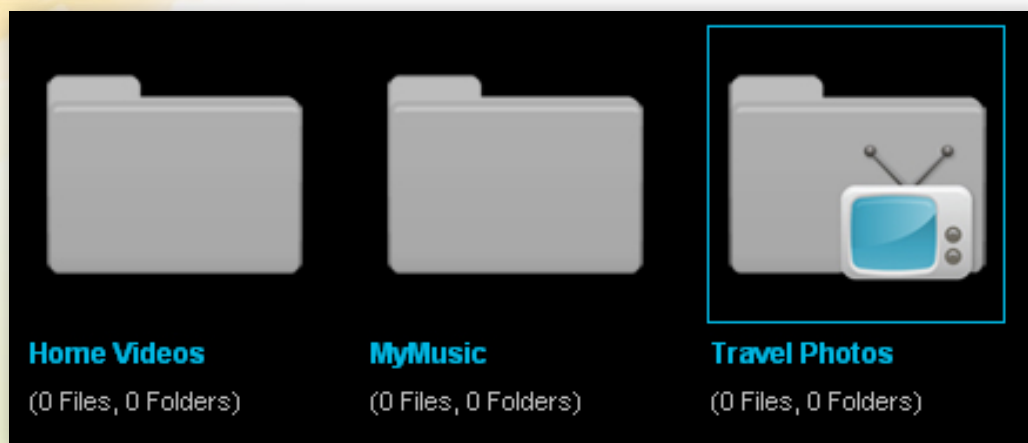


Figure 6-2 Folder Shared with Digital Media Player

Sharing A Drive

To share a drive and all contents to make it viewable on a media player, select the drive under External Storage, display the options menu, and select Share with DMA. After a drive is shared it will display a TV icon on the folder to indicate it is sharing. All its subfolders will be shared as well. To stop a drive from sharing with media players, select the drive, display the menu, and then select Unshare with DMA. You can then enable or disable sharing for its individual subfolders.

Sharing via RSS

If you share an album with everyone, an RSS icon will appear above the album's images. If the person viewing the album clicks the RSS icon, the browser will show the album in an RSS reader. The RSS reader will show the name and description of the album, and its images sorted by name. Each image will show its name, caption, and when it was added to the album. The RSS reader will automatically receive new images as they are added to the album, and will delete them as they are removed. Album RSS feeds can be bookmarked in any RSS reader, including browsers, Windows 7, Windows Vista and Google gadgets, and digital photo frames.

1. To subscribe to the album's RSS feed, click the RSS icon. The browser will show the album in an RSS reader. The RSS reader will show the name and description of the album, and its images sorted by name. Each image will show its name, caption, and when it was added to the album. The RSS reader will automatically receive new images as they are added to the album, and will delete them as they are removed. The RSS feed will not include music, videos and documents within the album. Album RSS feeds can be bookmarked in any RSS reader, including browsers, Vista and Google gadgets, and digital photo frames.
2. To use the RSS feed in an RSS reader, type or copy and paste the URL of the RSS feed into the RSS reader.

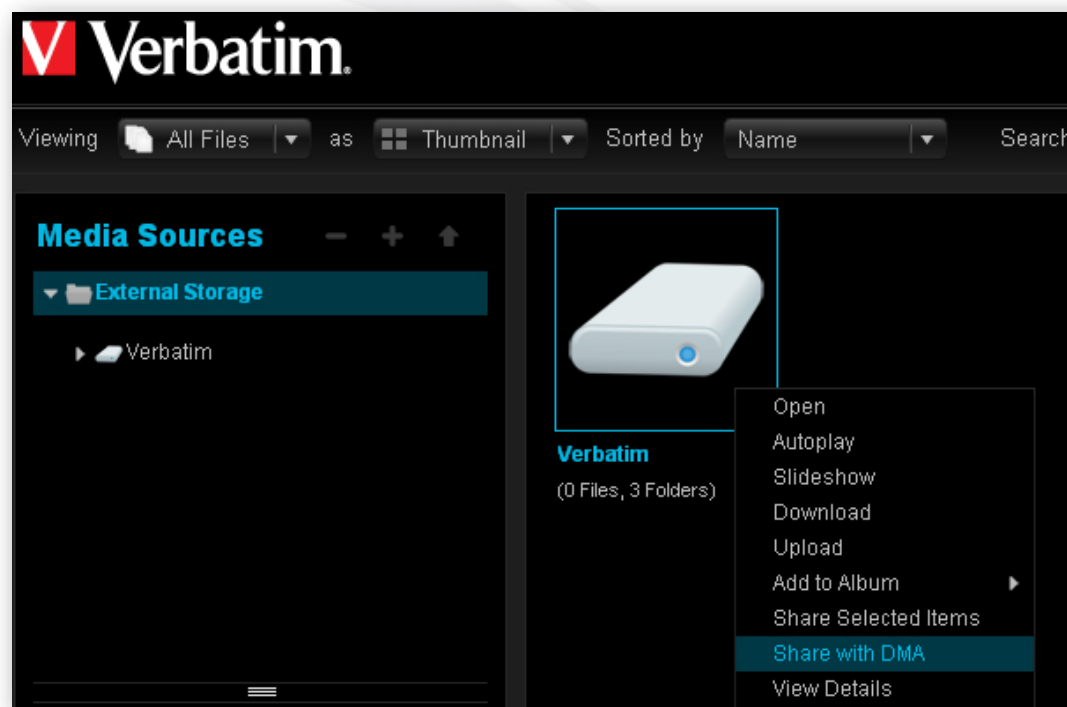


Figure 6-3 Share Drive with Digital Media Player

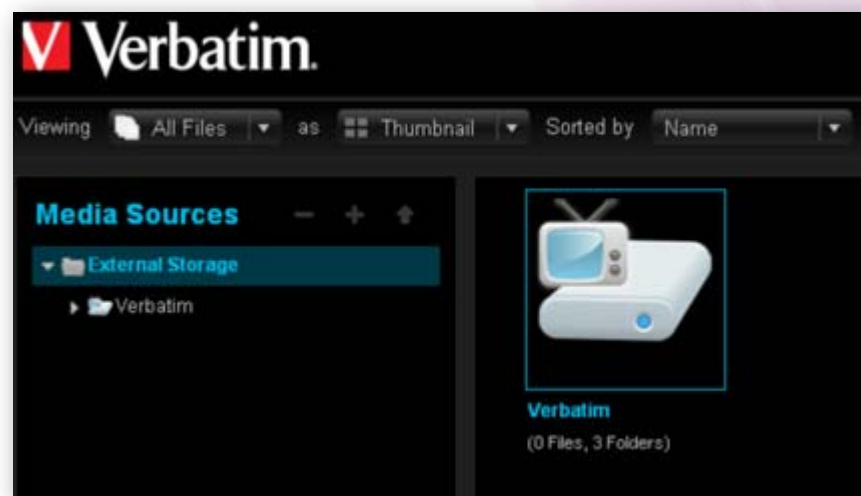


Figure 6-4 Drive Shared with Digital Media Player



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MediaShare & iTunes

Any computer running iTunes client software, Mac or Windows, can access music stored on folders located on external drives connected to MediaShare Mini. This can be completed as follows:

- First, any folder with music you would like to listen to on your computer's iTunes software must have the "Share with DMA" option set. This is easily completed by following the instructions as explained in Chapter 6: MediaShare and Digital Media Players. After the "Share with DMA" option is set the folder will display a TV icon.
- Any external drive connected to MediaShare Mini can also be set up to use the "Share with DMA" option.
- Open the iTunes client on your computer. Both the computer running iTunes and MediaShare Mini must be on the same local network.
- After opening you will see MediaShare Mini displayed under "Shared" as "MediaShare Mini:iTunes" as shown in Figure 7-1.
- Music tracks supported for playback by iTunes, such as MP3 files, which are in folders selected as "Share with DMA" will then be displayed in the iTunes window.
 - If your music files do not appear this may be because:
 - a. iTunes does not support that file type for playback (e.g. WMA)
 - b. The folder does not have the "Share with DMA" option selected
 - c. iTunes and MediaShare Mini are not yet synchronized. Try closing and reopening iTunes or restarting MediaShare Mini along with iTunes.
 - Double click a track to start playing or select a track and click the Play button in iTunes.



Figure 7-1 iTunes and MediaShare Mini



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Connecting A USB Printer

Important Notes:

The printer and associated software driver must first be setup on any computer you wish to use with MediaShare Mini for printing.

If you have a multi-function printer, scanning, faxing and any other functions other than basic printing is not supported.

Windows

1. Connect a USB cable from the printer to the MediaShare Mini.
2. Using the **MediaShare Mini Agent**, choose to “**Explore my MediaShare Mini Folders**”. If prompted, enter your **User Name** and **Password**. Once logged in, a window will appear in Figure 8-1.
3. Double click “**MediaShare Mini**” icon.

Note: The “Printers & Faxes” icon is used to view printer status once a printer has been successfully set up.

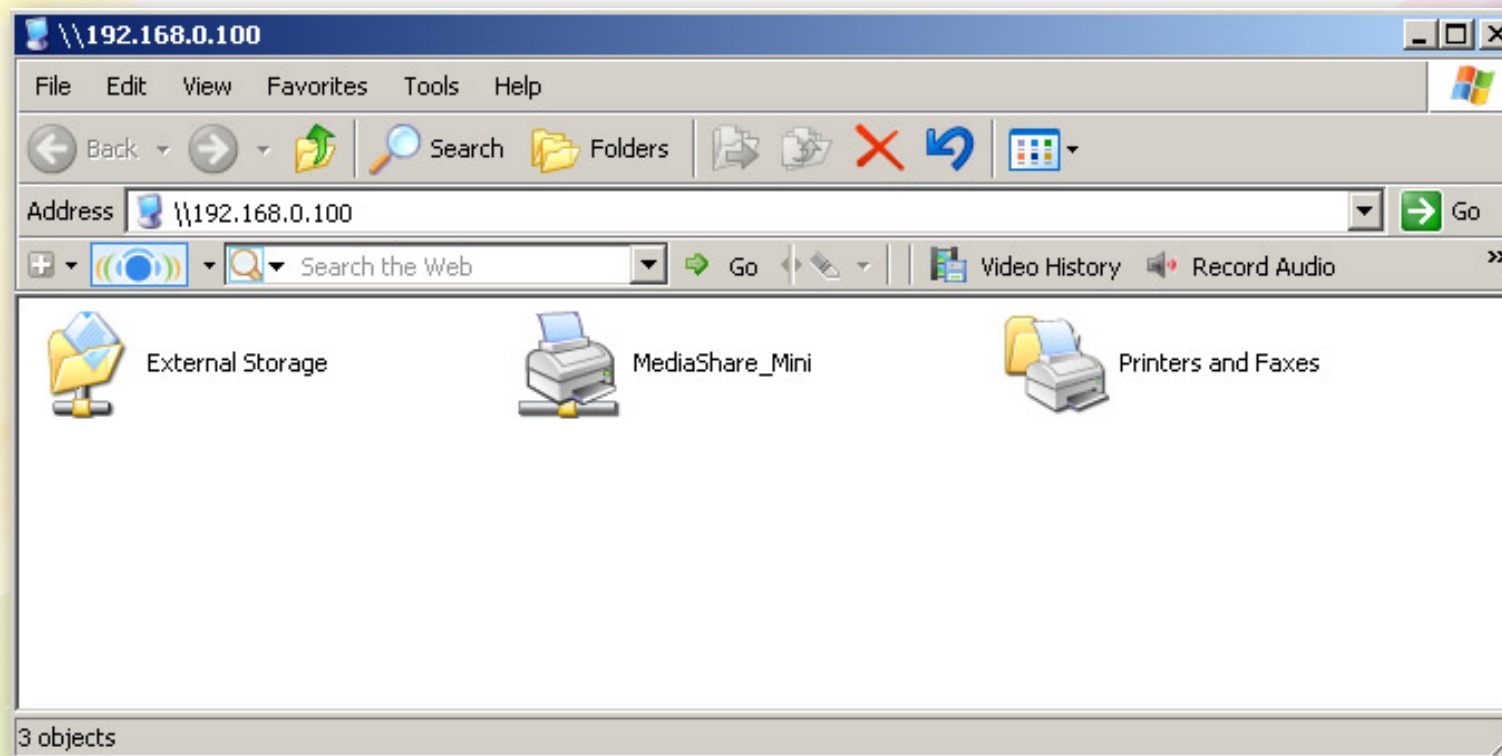


Figure 8-1 View after selecting “Explore my MediaShare Mini Folders”



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4. The following message may appear, if so then click **“Ok”**.

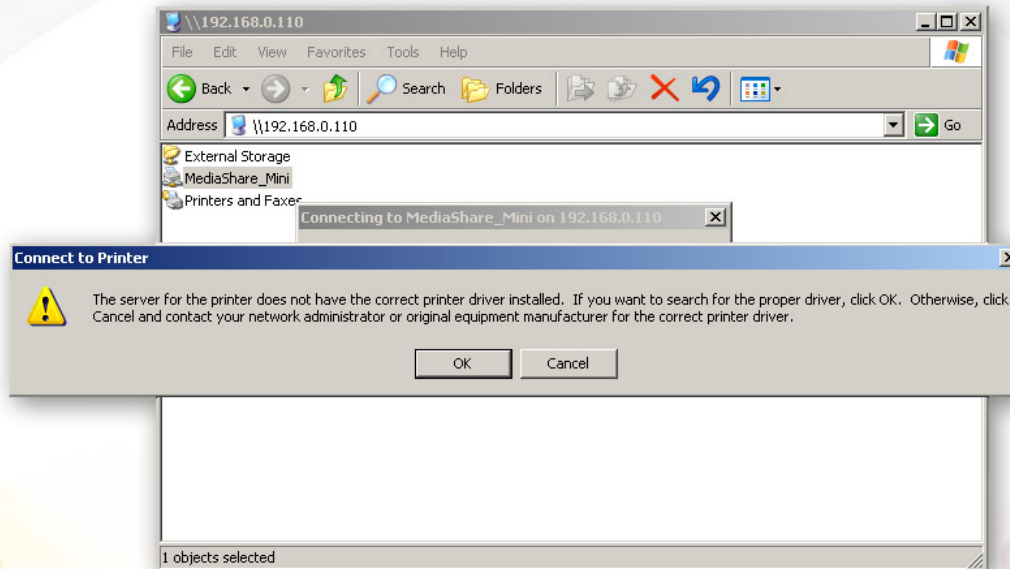


Figure 8-2 Click “Ok” to proceed

5. You will be asked to select the Manufacturer and Printer model. Locate, usually at the bottom of the list, the printer which has been previously set up on your computer and is currently connected to MediaShare Mini. Click **“Ok”**.

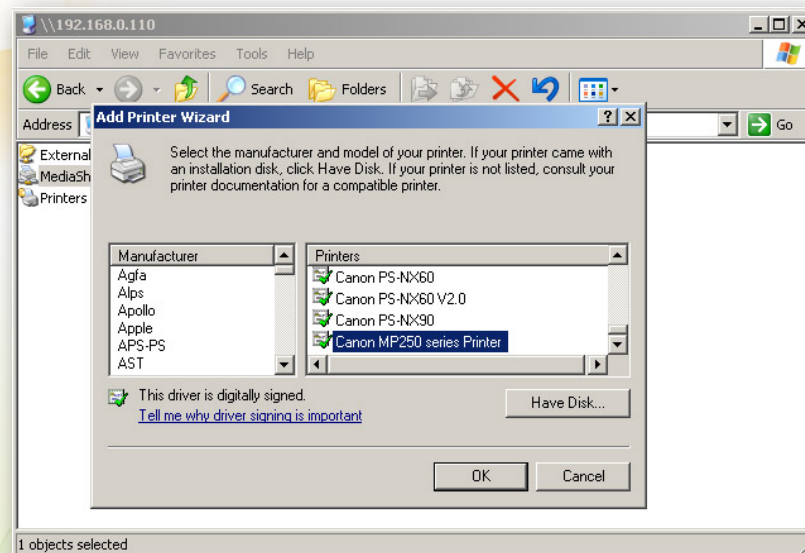


Figure 8-3 Select Printer Model



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6. MediaShare Mini will proceed to complete setup.
7. See below an example of printing a document once setup is complete. Note that the printer will be described as "\\IP Address of MediaShare Mini\\MediaShare Mini".

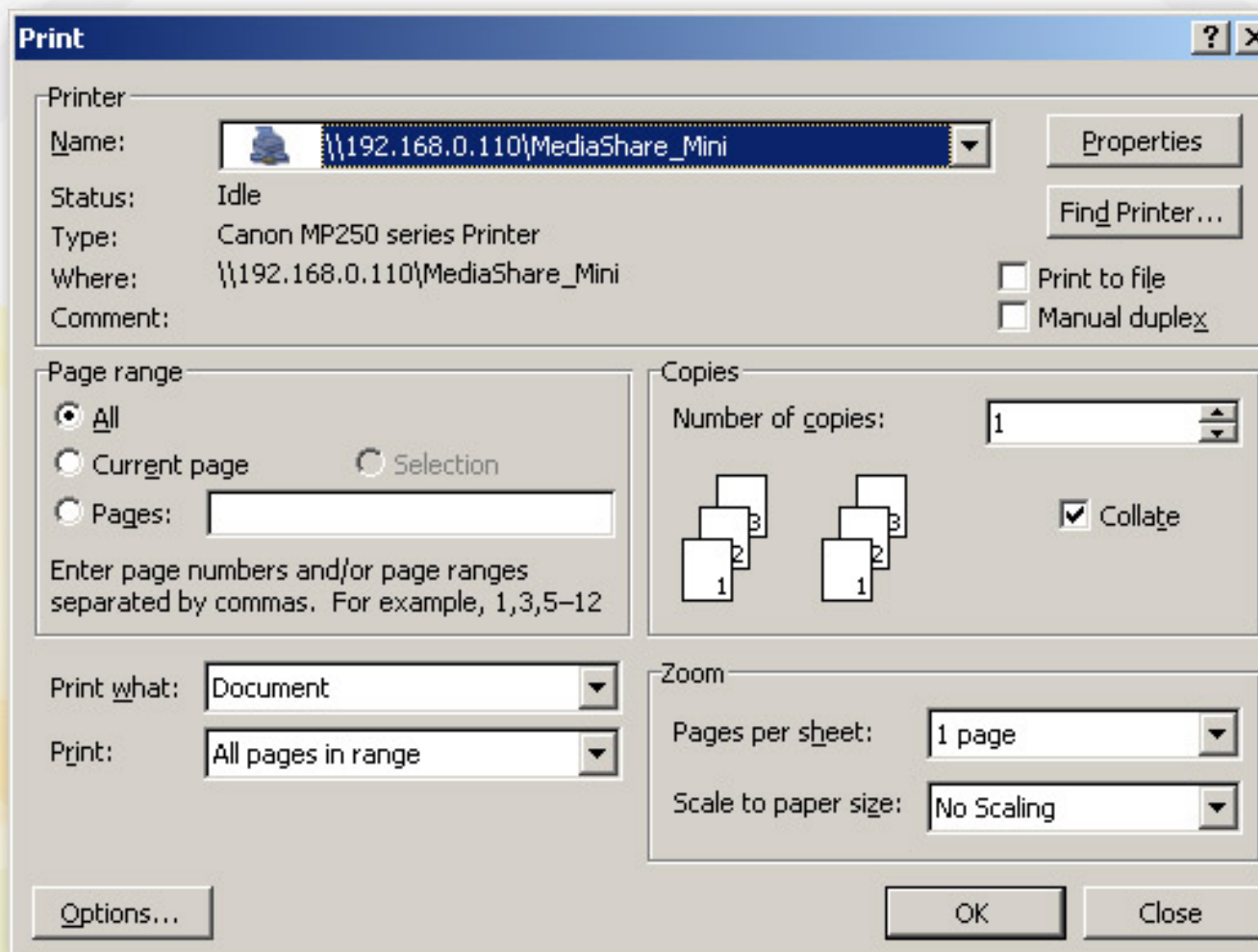



Figure 8-4 Printing a Page

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MAC

1. Connect a USB cable from the printer to MediaShare Mini. Go to System Preferences>Print & Fax.
2. Click  to add a printer.
3. Click **Windows**, and then select **workgroup** and **MediaShare**.

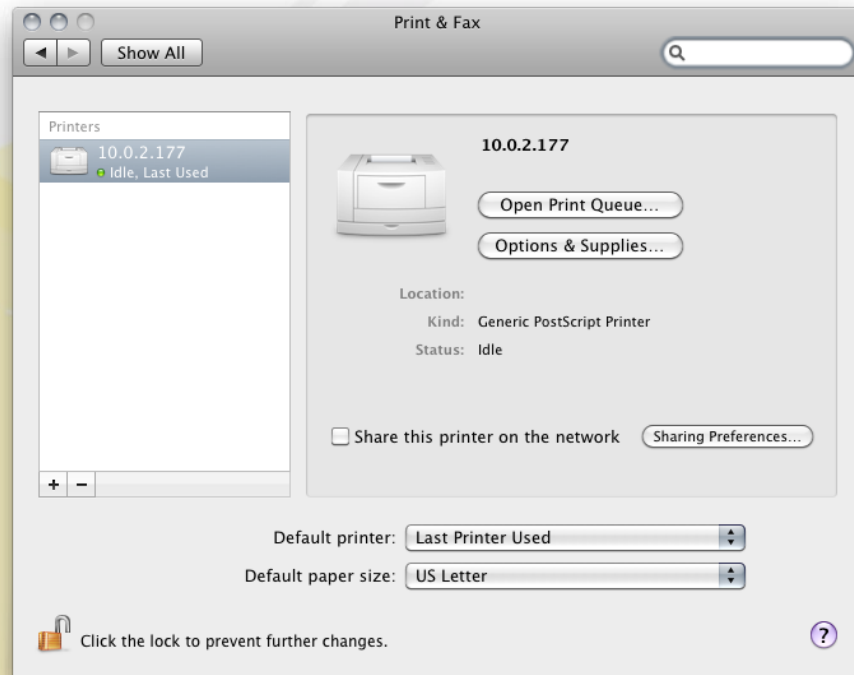


Figure 8-5 Adding A Printer on Mac

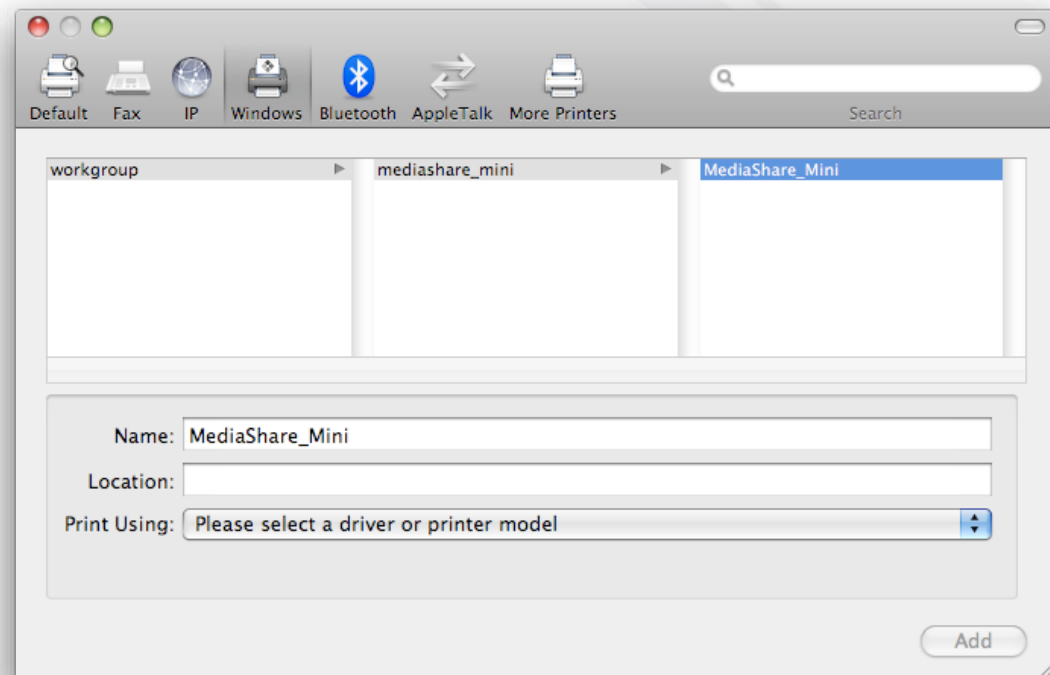


Figure 8-6 Adding A Printer on Mac

4. Select **Registered User**, enter your **User Name** and **Password**, and then click **Connect**.



Figure 8-7 Adding A Printer on Mac

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5. Under “**Print Using**”, choose **Select Printer Software**, and then click **Add**.

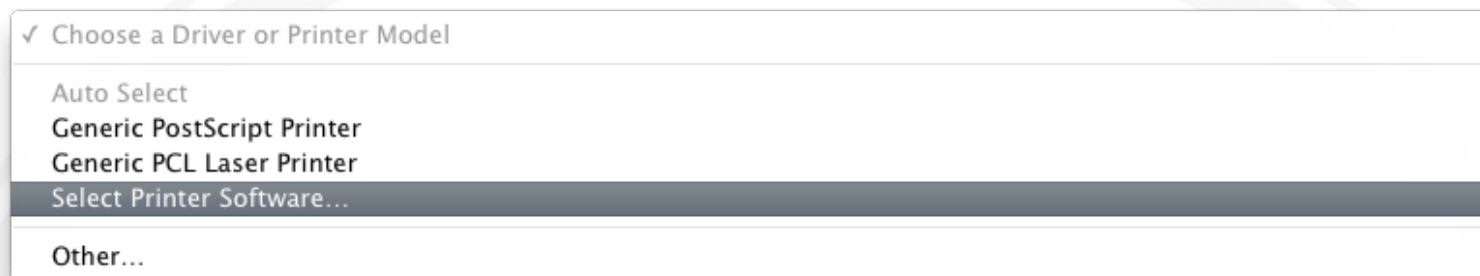


Figure 8-8 Selecting the printer model

6. Locate the model of printer you are installing and click **Ok**.

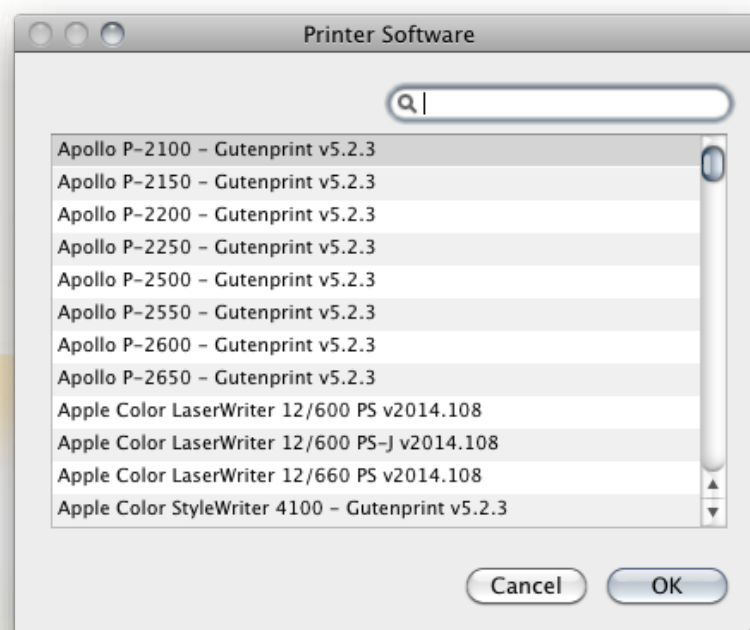


Figure 8-9 Selecting the printer model

Mac User Note:

The first time you print, you will be prompted for your user name and password. Enter your **User Name** and **Password**, select **Remember this password in my keychain**, and then click **Connect**. Next time you print, you will not be prompted for your password. Please note that only the drivers listed in the OS list are supported.



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1 GB = 1,000,000,000 bytes/1 TB = 1,000,000,000,000 bytes. Some of the capacity is used for pre-loaded software, formatting and other functions, and thus is not available for data storage. As a result, your operating system may report as fewer gigabytes/terabytes. Microsoft, Windows, and the Windows logo are trademarks or registered trademarks of Microsoft Corporation in the United States and/or other countries. Mac and the Mac logo are trademarks of Apple Computer, Inc, registered in the U.S. and other countries. all other trademarks are the property of their respective holders.

1 Go = 1,000,000,000 octets/1 To = 1,000,000,000,000 octets. Une partie de la capacité de stockage est utilisée aux a chargé pré-du logiciel, fins de formatage et autres fonctions et n'est donc pas disponible pour le stockage de données, votre système pourra par conséquent rapporter une quantité inférieure équivalente de gigaoctets/teraoctets.

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