

FAQ:

Avalon TV Schedule problems:

The Avalon TV schedule is created once a day (In the early morning) from the Avalon public events calendar (NOT the Organizers only SKEDDA one).

If your information in the Public Events calendar is wrong, it will be wrong on the schedule.

Your best bet is to fix the information in the public events calendar, via your event page.

If there's some other oddity with your data:

Please send an email to automationbdc@gmail.com with the Subject line: AVALON TV SCHEDULE ERROR

detailing what is wrong and how you'd recommend fixing the problem.

Avalon TV Image Flyer and Video requests:

The Avalon TV schedule is created once a day (In the early morning) from the Images and Videos available in the Google Drive that automationbdc@gmail.com can access.

If you send a video/image to this email, the person who manages it must manually transfer it to the google drive for now and your upload is at the mercy of their schedule (Usually 2/3 times a week).

Image Requirements:

Widescreen format 16:9 (horizontal by vertical ratio)

Image format: jpg (as high quality as you can get)

All font text should be 16pt or more so that it is legible on the screen, we recommend 20.

Say whatever you want, preferably time/date/location.

Video Requirements:

Widescreen format 16:9 (no vertical videos)

Video format: Mp4 (preferably don't use a compression format like h264, just as is)

All font text 16 pt or more so that it is legible on the screen, we recommend 20.

Video must be 30 seconds or less.

Note:

We will attempt to move to an automated email upload system, but this

requires more co-ordination than sensible for now, so that plan is on hold. If you are a regular Avalon member organization in good standing, you can request access to the google drive to change your own image/videos on your own time.

In the case of typical unchanging videos/flyers, this is not a problem, your content will be up the next day and stay until you ask for it to be removed. If you have one time events and can tell us in advance (preferably have the image/video ready two weeks in advance) what the days are you want to show this flyer, that is also fairly easy. The system is already set up to only show certain flyers on certain days.

If you have special events/sudden event flyer changes/cancellations/one time events, your best bet is to request google drive access or prod the board about upgrading the computer because we are currently not setup to handle changes more frequently than once a week.

Thank you,
The person who manages this email.
(Currently Nestor)