



Maestro Time Change Instructions (Spring)

Maestro versions 3.3.2 and above have the ability to use the operating system to automatically adjust for the time change. The time change on all other versions of Maestro will need to be adjusted manually. Be sure to follow the instructions for your specific version.



It is recommended to have no recording, rebooting, or downing of workstations during the hour preceding the time change.



If you are using a defined "Master Time Server" (as defined on the Time tab in the Maestro Configuration Editor), ensure the W32Time service is disabled on Maestro units and the Server.

If you need to make any of the changes described below, be sure to make all changes and restart workstations before the time change period begins.

Maestro units running under Local Automation or Cruise Control with Music on Hard Drive (MHD) should not schedule program content for the 2 a.m. hour, which will be skipped.

AUTOMATICALLY ADJUST FOR TIME CHANGE

The Windows® server and Maestro workstations must be set to automatically adjust for daylight savings changes, including the server. Users wishing to change this setting must ensure all Minv Servers and ACP software is down during the change in Windows. Distributed environments will have to delete the transaction files from the File Xfer Working Directory.

It should also be noted that those who change Windows to automatically adjust for the time change will need to adjust batch files running CMAD, CMED and Composer that may have forced those applications into “no DST”. Some traffic systems may also need to be adjusted for reconciliation purposes (such as Visual Traffic).

To check if the system is set to automatically adjust the time, press the Windows® Start key on the keyboard (between the left ALT and CTRL keys). This will bring up the Start menu and system tray.

Double-click on the time displayed in the lower right hand of the system tray to open the Date and Time Properties screen.

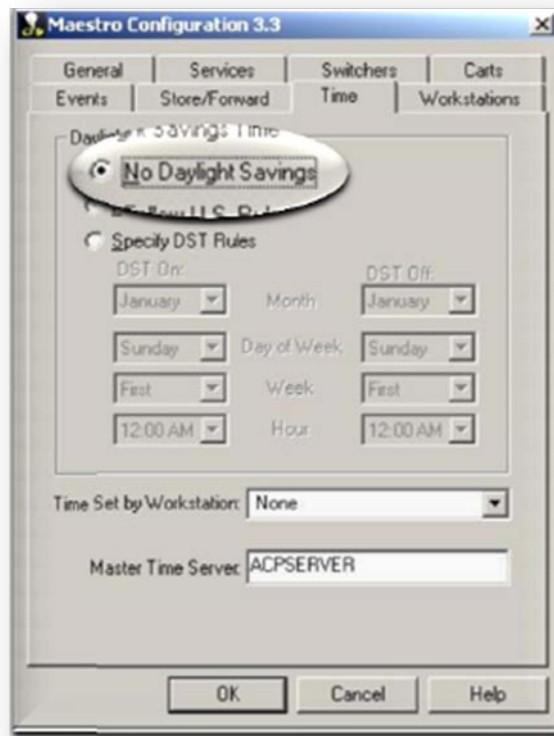
1. In the Time Zone tab, select “Automatically adjust clock for daylight savings changes”.
2. Click “OK” to save and exit.



Maestro Versions 3.3.2 and above

Beginning with version 3.3.2, you can let the Microsoft Windows operating system adjust your clocks for you if you desire. You CAN opt to continue to follow the instructions below under the section for Maestro v.2.0 - v.3.0 versions, or you may do the following to allow Windows control over your Maestro clocks.

1. Turn on the Windows automatic Daylight Savings Time adjustment on ALL Maestro workstations and ACP NT servers.
2. In addition, make sure that all Maestro units have no TZ references in autoexec.bat or under System variables. (See Control Panel > System > Environment.)
3. You must restart the workstation if you make changes to autoexec or system variables or the changes will not be recognized.
4. In Maestro versions 3.3.2 to 3.3.6, verify that the Maestro configuration Time tab "Daylight Savings Time is set to "No Daylight Savings". This setting is not available in Maestro version 3.3.7 or later.



On Sunday, the day of the time change, the time on all Maestro workstations will jump FORWARD from the 2:00 AM hour to the 3:00 AM hour.

Maestro Versions 3.1.0 to 3.3.1

Maestro 3.1 customers and Maestro 3.3 customers with software **pre-dating release 3.3.2** (March 14, 2005) should follow the instructions below for Maestro Versions 2.0 to 3.0. Master Time Server is defined in MConfig under the TIME tab.

MANUALLY ADJUST FOR TIME CHANGE

Maestro Versions 2.0 to 3.0

If you have ANY Maestro version 2.x or 3.0 workstations in your installation (ACP or Distributed):

Turn off the Windows automatic Daylight Savings Time adjustment on ALL Maestro workstations and ACP-NT servers. Also disable Maestro's ability to automatically observe Daylight Savings Time by disabling it on the Time tab of the Maestro Configuration editor.



In addition, make sure that all Maestro units have no TZ references in autoexec.bat or under System variables. (See Control Panel > System > Environment.)

You must restart the workstation if you make changes to autoexec or system variables or the changes will not be recognized.

1. Make sure all DCS units in an installation with Maestro version 2 or 3 workstations have no DST reference in autoexec.bat.
2. For example, if you find SET TZ=CST6CDT, you should change it to read SET TZ=CST6 and remove the reference to DST.
3. Note: The TZ variable is not removed, only the DST reference. After this change, you must reboot the DCS units.
4. If you are using a Novell 3.12/3.20 Server, check the autoexec.ncf file and remove any DST reference if one is present.
5. For example, if you find SET TIMEZONE=CST6CDT, change this to say SET TIMEZONE=CST6 and remove the DST reference.
6. You will have to restart the server before the change is recognized.
7. To Change the autoexec.ncf file: Go to the System Console and type LOAD INSTALL. Choose SYSTEM OPTIONS, select EDIT AUTOEXEC.NCF, and make any necessary changes. When you are finished, escape, save, and exit the program.

On Sunday, on the day of the time change, at any time you choose, set the time forward one hour ONLY on the machine used as the master time reference for your installation. Do not change the time on any other workstations. Since this machine is the time reference, it will automatically update the time on ALL other units within one minute. The machine used for master time reference is usually the same unit specified in the File Transfer Working Directory field in the Configuration or the Log Path in version 3.0.

File transfer in distributed environments may slow down for several hours if changes have to be made. If file transfer still has problems on the Monday following the DST change, please call Maestro technical support at 888-726-8841.

Maestro Versions 1.0 and DOS DCS/Maestro Environments:

If you have ALL DCS and Maestro version 1.0 workstations, the hour will jump forward automatically at 2 a.m.

ADDITIONAL INFORMATION

Log Scheduling Systems

If your music scheduling system offers the ability to create/export a 23-hour log instead of a 24hour log... do not select that option. Continue to create a 24-hour log as you would on any other day of the year.

Log Structure

You should not schedule any programming or commercial material in the 2:00 AM hour. Maestro will move from 1:59 AM to 3:00 AM when the spring DST change occurs.