



## SS32 Time Change Instructions (Spring)

There are two different methods provided for SS32 systems to adjust for time change.

It is recommended that all SS32 systems running on Windows® 2000 and XP use the Date and Time Properties in the operating system to automatically adjust for the time change, along with scheduling a hard or soft sync at 3 am.

Systems running Merge32 on Windows® 2000 and XP can use an "execute" command to manually change the schedule time. Note that the Manual Adjust instructions do not apply to SS32 V6 Playlist Editor.



Do not set the Automatic time change setting WITH the execute command.

If the sync at 3am is not added, but the time change does occur, the schedule will stay one hour behind. If this happens, do a manual Jump and Recue to correct the schedule.

If the schedule is set up properly, but the Windows® automatic time adjust was not, shut down SS32, change the system time, and restart SS32. Be sure to check ALL system workstations for the correct time.

# AUTOMATICALLY ADJUST FOR TIME CHANGE

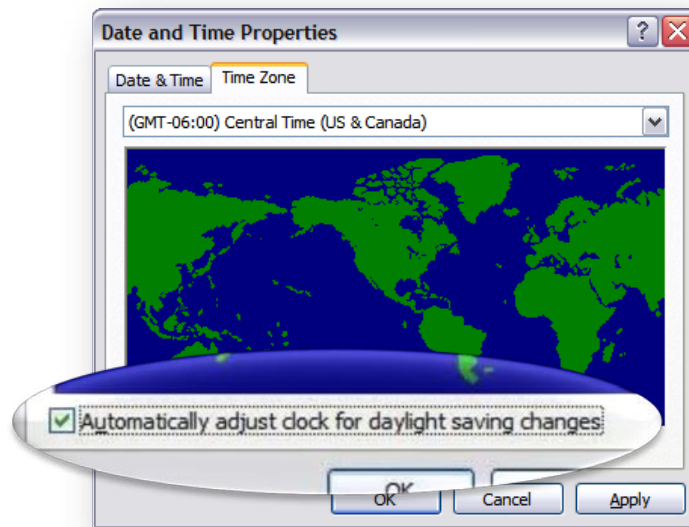
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*For current SS32 systems on Windows® 2000 or XP*

Every machine on the SS32 network must be set to automatically adjust for daylight savings changes, including the server. To check if the system is set to automatically adjust the time while SS32 is running, 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.



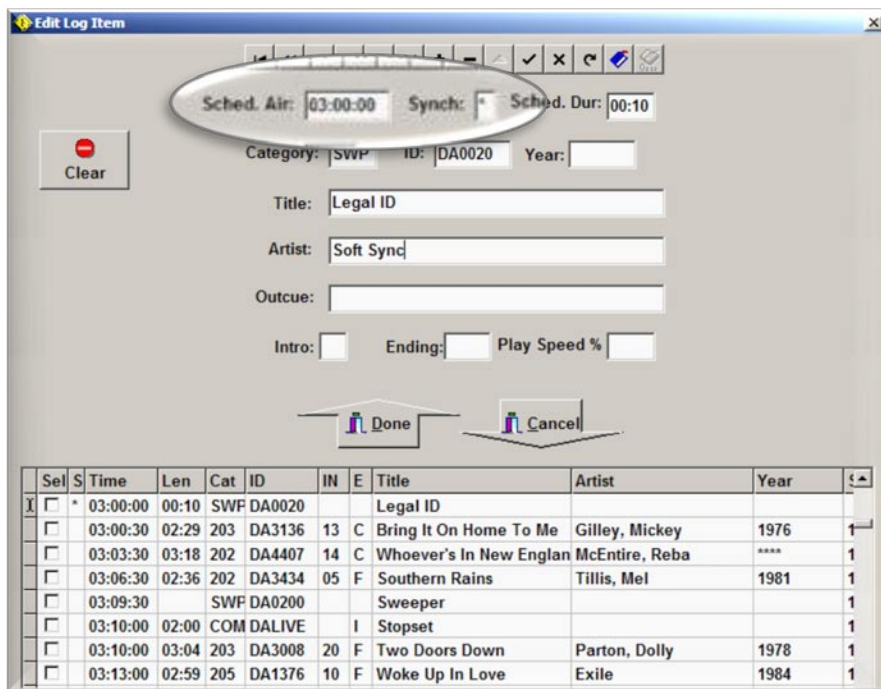
At 2am, the operating system will automatically jump forward to 3am. Be sure there are no spots scheduled in the 2am hour.

There must be a soft "\*" or hard "#" sync on the 3am event in the schedule for it to be accurate after the jump.

**Hard Sync (#):** While in Auto mode, at the time indicated in the "schedule time" field of the target event, a hard sync will discard all events between the target and the next-to-play position, thus placing the target in second position. The event on-air is then faded and the target event is aired immediately.

**Soft Sync (\*):** While in Auto mode, the behavior of a soft sync is the same as a hard sync, except the air event is not faded and the target event is not placed on-air (i.e. the schedule is just updated). Events between the on-air event and the soft sync (\*) will be DROPPED when the clock reaches the specified time of the sync event.

If you are using Merge32, add a soft "\*" or hard "#" sync on the 3am event.



*If you are using SS32 V6 Playlist Editor, add a “Soft” or “Hard” Sync Point to the 0300 event and click “Apply” to save changes.*

The screenshot shows the SS32 Playlist Editor interface. The main window displays a playlist for Sunday 3/9/08. The playlist table is as follows:

O.	Time	Sync	Title / Comment 1	Artist / Comment 2	Cat	File #	Act Len	Sch Len	In	Fade Type
M	02:52:01		Let Me Be The One	Blessid Union of Souls	201	2118	03:47	03:47	00	*
M	02:55:49		7	Prince	201	2116	04:12	04:12	01	*
M	03:00:01		The Ghost In You	Psychadelic Furs	201	6662	04:05	04:05	00	*
I	03:00:00	soft	Liner	KTST	VTK	0700	00:10	00:10	00	
M	03:00:10		Crash Into Me	Matthews, Davve Band	201	0849	04:26	04:26	00	*
M	03:04:36		Working For The Weekend	Loverboy	201	6165	03:37	03:37	15	C
M	03:08:14		Breathe	Branch, Michelle	201	5458	03:25	03:25	07	F
M	03:11:39		Kyrie	Mr. Mister	202	6115	04:18	04:18	08	F

A dialog box is open for editing the sync point for the selected event. The dialog box contains the following fields:

- Sync Point: **Soft** (dropdown menu)
- at: **03:00:00** (text input)
- Category: **Digital Audio** (dropdown menu)
- Title: **Liner** (text input)
- Scheduled duration: **00:10** (text input)
- Year: (empty text input)
- Artist: **KTST** (text input)
- Actual duration: **00:10** (text input)
- Fade type: (checkbox)
- Note: (empty text input)
- Intro: **00** (text input)

Buttons for **Apply** and **Cancel** are located at the bottom right of the dialog box.

# MANUALLY ADJUST FOR TIME CHANGE – MERGE32

Alternative time adjust for current SS32 systems on Windows® 2000/XP

From Merge, click 'Traffic' and select 'Edit Daily Log'. Select the log to edit and click 'Open', and click the Insert button to enter the "execute" command.

1. In the "Sched. Air:" field, enter 02:00:00. **Do not enter a hard or soft sync.**
2. The "Sched. Dur:" and "Category" fields can be left blank.
3. **In the ID: field, enter EX[H+]**
4. Click "Done" to save changes.

	Sel	S	Time	Len	Cat	ID	IN	E	Title	Artist	Year	↕
X	<input type="checkbox"/>		02:00:00	00:00		EX[H+]						1
	<input type="checkbox"/>		02:00:30	04:03	205	DA1495	15	F	Cold Day In July	Dixie Chicks, The	2000	1
	<input type="checkbox"/>		02:03:30	03:39	204	DA2062	08	C	Strong Enough To Be You	Tritt, Travis	2002	1
	<input type="checkbox"/>		02:06:30	02:56	202	DA3414	04	C	Do You Remember These	Statler Brothers	1972	1
	<input type="checkbox"/>		02:09:30		SWP	DA0200			Sweeper			1
	<input type="checkbox"/>		02:10:00	02:00	COM	DALIVE		I	Stopset			1
	<input type="checkbox"/>		02:10:00	04:03	201	DA0243	09	F	Neon Moon	Brooks & Dunn	1992	1
	<input type="checkbox"/>		02:13:00	03:34	205	DA9333	11	C	You Decorated My Life	Rogers, Kenny	1979	1

Keep in mind that the execute command ONLY changes the time, not the schedule. The schedule will continue to run one event after another.