

# How to Use



## *ProxyMill*<sup>TM</sup> *for Macintosh OS X*

*Images at Work!*<sup>TM</sup>

Your Serial Number: \_\_\_\_\_

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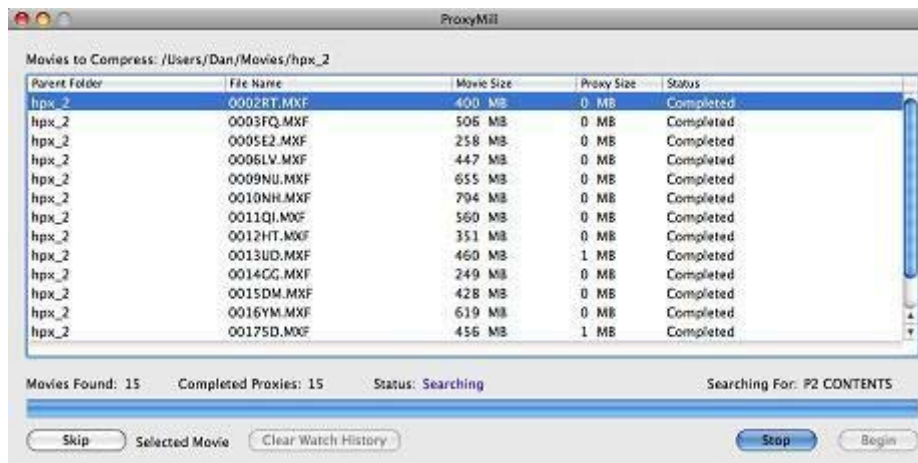
## Welcome!

We're pleased that you've chosen ProxyMill to automatically create low resolution copies of your movies. Whether you need sharable versions of your P2 video projects or just need to compress QuickTime movies for web posting, ProxyMill is geared to work unattended in the background.

## Overview

ProxyMill watches a designated folder for existing or new folders containing P2 card images (this can be actual P2 cards or copies of them on a hard disk, sometimes referred to as "P2 Volumes"). When video (MXF) files are found, a list of the movies and the status of their processing is displayed in the main application window.

The Watch Folder may be a static, existing folder or one that new P2 files are being dynamically added to (such as offloading using ShotPut Pro).



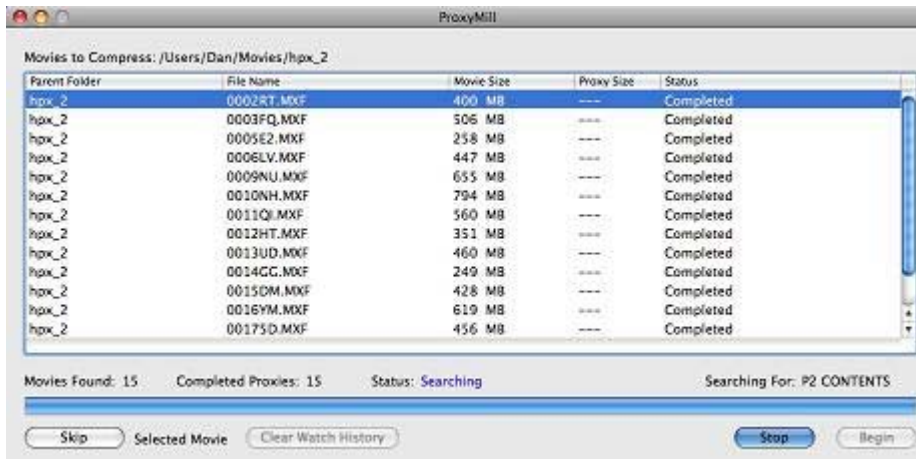
The "Watch Folder" is displayed at the top of the main ProxyMill window. The "Parent Folder" (name of the card or folder above the P2 'CONTENTS'), actual MXF video File Name, beginning Movie Size, compressed Proxy Size, and processing Status are shown.

The window also displays how many movies were detected (found) in the Watch Folder, how many proxies have been completed, and the overall status of the application (Searching, Stopped, etc.).

Also note above the Begin and Stop buttons the window reminds what type movies are being searched for (QuickTime or P2 CONTENTS files).

If you wish not to compress any of the movies listed, just highlight (select) them and click the SKIP button. The status will show as "Skipped".

Should you have to stop for any reason you may resume processing of the same Watch folder at a later time. ProxyMill will indicate files already finished as well as those yet to process.



**NOTE:** When resuming the Proxy Size will be displayed as "--" with the Status as "Completed".

**TIP:** If you want to reprocess movies (perhaps with different compression settings), click the "Clear Watch History" button. This deletes the application's "To Do" list (MXF or MOV files detected in the Watch Folder). When you click BEGIN ProxyMill will again look through all the files in the designated Watch Folder and process all of them.

Without clearing the watch history, and manually removing any unwanted proxies previously created or setting the output to a different Proxy Copies folder, MXF or MOV files previously processed will continue to be skipped upon any subsequent use of the application.

P2 proxies may be saved in two locations:

1. The PROXY folder inside the P2 card image ("P2 Volume"), and/or
2. A combined "Proxy Copies" folder anywhere on your hard disk

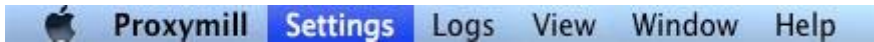
The application ships with several presets that we've found balance file size, speed of processing, and quality of image. You may use other QuickTime codecs and settings as desired (e.g. better audio, larger frame size, larger timecode font, etc.) by selecting Advanced Settings.

The P2 specific settings allow you to choose which audio files, if any, to include and whether to save compressed files into the P2 PROXY folder. If this folder is missing, ProxyMill will create it for you provided the CONTENTS folder is not locked.

## Folder Settings

To begin using ProxyMill you must first select what type of files to process, where they're located, where you want to put the created proxies, and what type of compression to use.

Click on the SETTINGS menu.



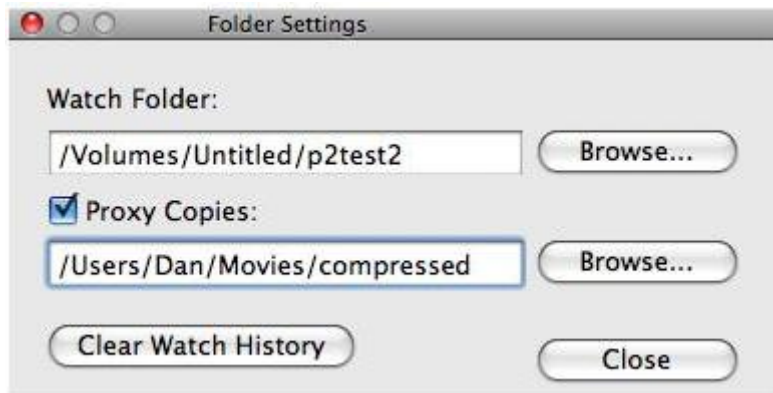
Select FOLDER SETTINGS.



Then browse to the WATCH FOLDER. This is the folder containing, or will contain, the movie files you wish to compress.

You must select at least one output location. This can be either the Proxy Copies folder, and/or the source P2 CONTENTS/ PROXY folder.

To combine all of your compressed movie files into a single folder, check the PROXY COPIES box and browse to an output folder.



To place a copy of the proxies in its source P2 CONTENTS/PROXY folder, under P2 SETTINGS check the box "Use P2 PROXY Folders".

If you want to reprocess movies (perhaps with different compression settings), click the "Clear Watch History" button. This deletes the application's "To Do" list (MXF or MOV files detected in the Watch Folder). When you click BEGIN, ProxyMill will again look through all the files in the designated Watch Folder and process all of them.

Without clearing the watch history, and manually removing any unwanted proxies previously created or setting the output to a different Proxy Copies folder, MXF or MOV files previously processed will continue to be skipped upon any subsequent use of the application.

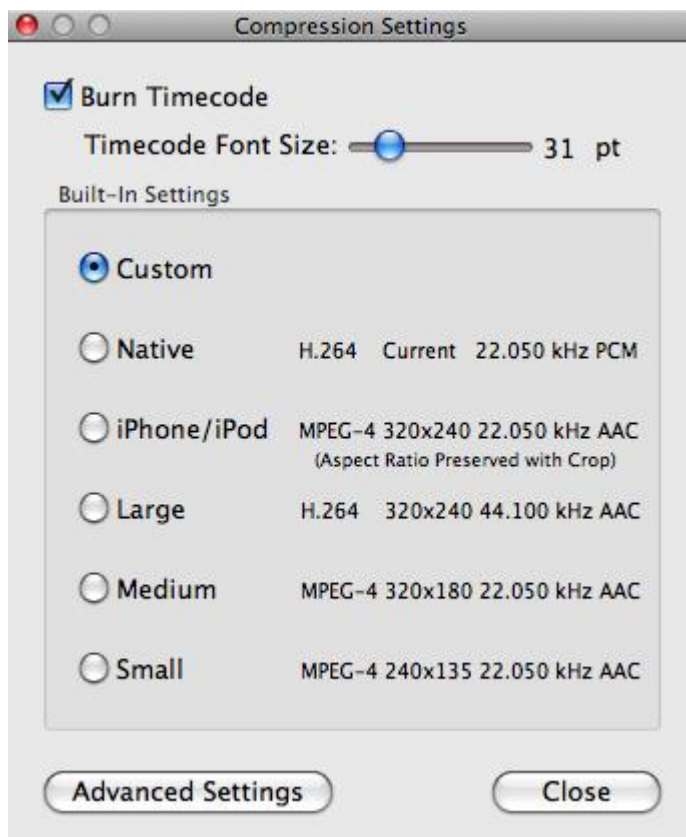
**NOTE:** Some settings may not be accessible while processing is active. To stop processing, click on the ProxyMill main window and click the STOP button. You may need to wait for a file to finish compressing.

**CAUTION! Do not Quit the application while a file is being processed.** Doing so may create a damaged proxy file.

## Compression Settings

From the SETTINGS menu, select COMPRESSION SETTINGS. In this dialog you may choose to one of the Built-In Presets.

Check the BURN TIMECODE box and select the font size. (Some presets include specific burned timecode font sizes.)

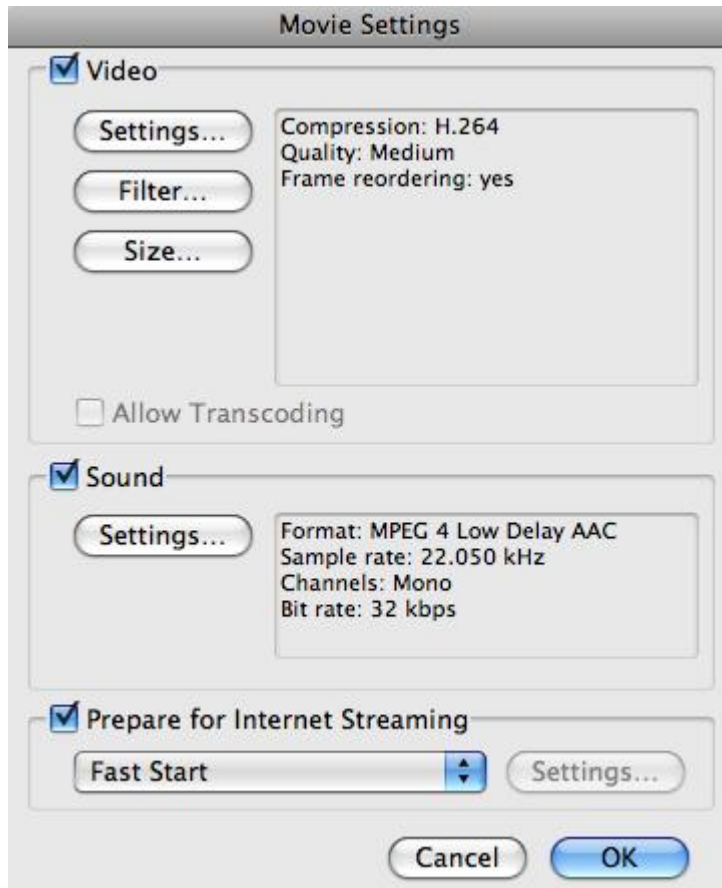


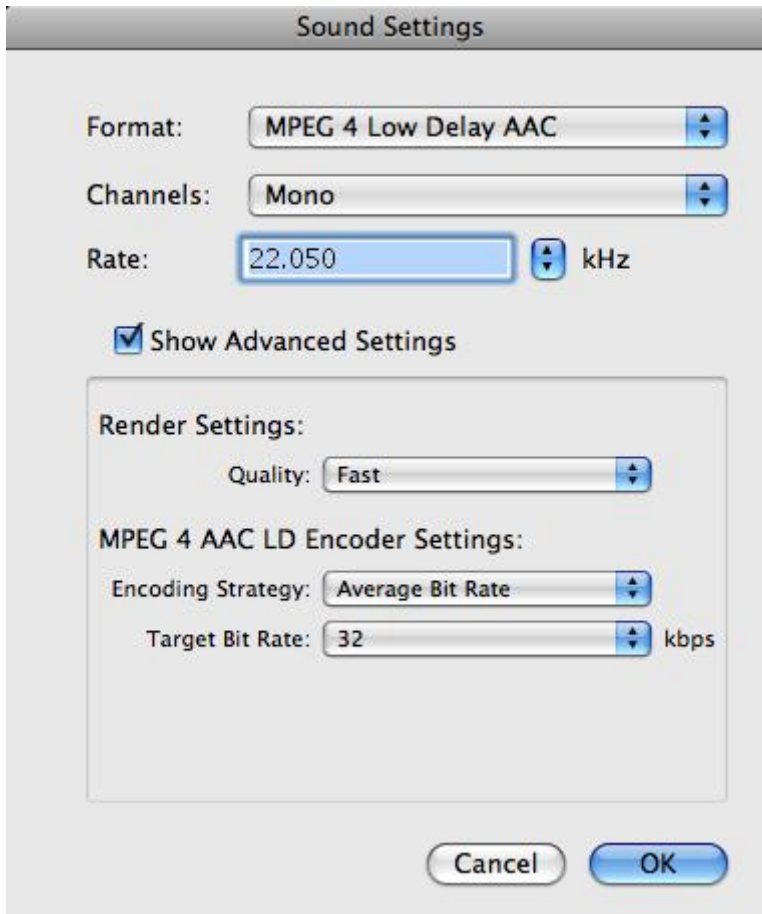
**NOTE:** iPhone/iPods may not properly display the timecode track that is inserted below the movie image area.

With QuickTime Player Pro you may choose to turn this track ON or OFF. You can also choose whether to display the source timecode track (which generally does not begin at zero), or the frame counter from the beginning of the MOV file.

All of the Preset settings use either H.264 or MPEG-4 codecs that generate movies that will play in standard QuickTime Player (or Windows Media Player) without special P2 codecs. Other custom settings such as DV codec, etc. may be used to accomplish the same result.

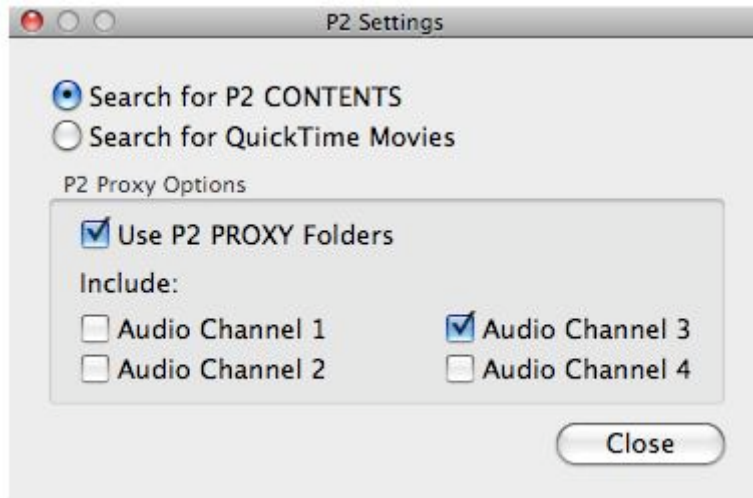
To use Custom settings, click **ADVANCED SETTINGS** and select the codec, quality, bit rate, pixel size, sound settings, etc.





## P2 Settings

From the SETTINGS menu, select P2 SETTINGS. In this dialog you may designate whether to Watch (Search) for P2 MXF files, or QuickTime movies.



Choose whether to save compressed movies into the P2 PROXY folder. If this folder is missing, ProxyMill will create it for you provided the CONTENTS folder is not locked.

**NOTE:** You must select at least one output location. This can be either the P2 CONTENTS/ PROXY folder, and/or the Proxy Copies folder (selectable under FOLDER SETTINGS).

**TIP:** If you want to save proxies inside the P2 volumes the CONTENTS and PROXY folders must be unlocked.

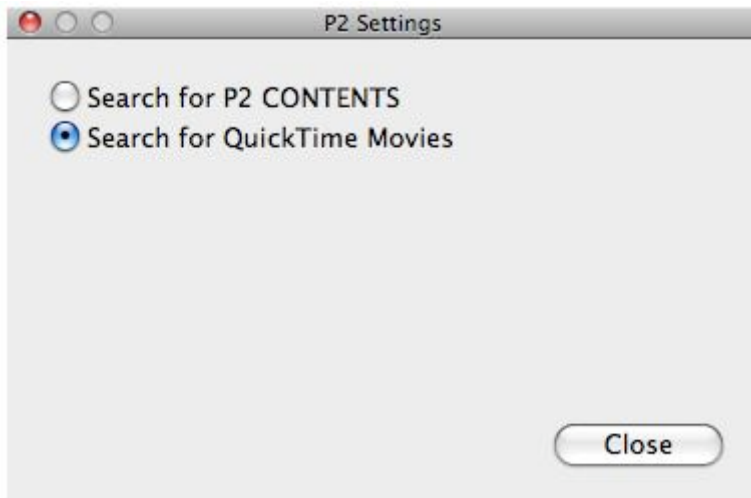
P2 specific settings allow you choose which audio files, if any, to include.

**TIP:** Include only the Audio Channels you need to significantly reduce both processing time and the resulting proxy file sizes. Typical P2 files contain a full size MXF audio file for each of the four audio channels, even though you may only recorded one or two channels.

## Compress QuickTime Movies

ProxyMill may be used to compress existing QuickTime movies too.

Instead of P2, select "Search for QuickTime Movies" in the P2 Settings dialog. Then select a "Watch Folder" in Folder Settings that contains \*.mov files.



When processing QuickTime movies you must select a combined "Proxy Copies" folder as the target destination.

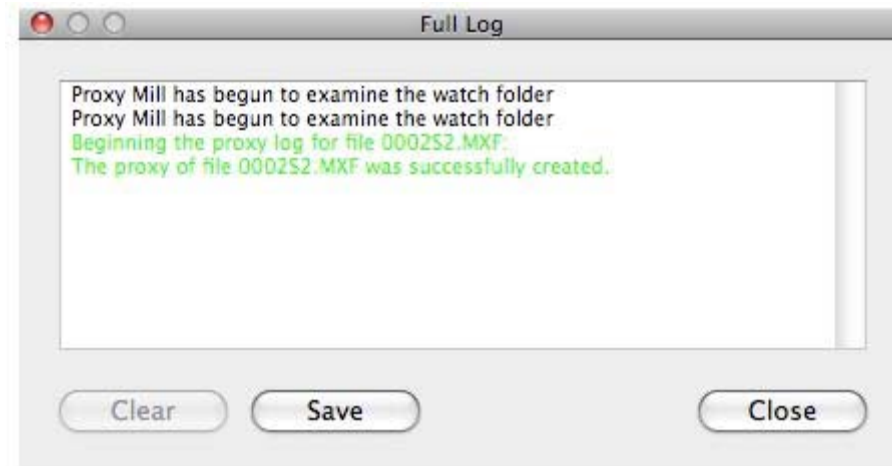


## Activity Logs

From the application's main menu, select LOGS.



ProxyMill creates a Full Log of activities. This log shows information during the session and automatically clears when you Quit the program.



**NOTE:** Log details are not automatically saved. You must click the SAVE LOG button to create a text file of that information.

Alternatively you may also view and save just the Error Log. This file includes things like skipped files due to improper format, missing selected audio channels, inability to save proxies due to a full destination folder, etc.

In general, ProxyMill will continue to process files where possible. For example, if a selected audio channel is missing it will alert you in both the Error and Full Logs, but continue to make the proxy without audio if possible.

If a processing error is encountered, the application will cycle through the "to do" list and attempt to process the skipped file again.

Manually Skipping a file by selecting it and pressing the "Skip" button will permanently avoid processing that file during the current session.

## **Appendix A - Installation**

This section details the initial required steps before using ProxyMill. Included in this section are instructions on installing the program, system requirements, and registration. Skip this section if a registered copy of ProxyMill is already installed on your system.

### **Installing the Software**

ProxyMill is available as download software for Macintosh.

The installer comes in the form of a .dmg disk image file. Once downloaded, double click the file to mount it by Apple's Disk Copy application. Once mounted, double click the .pkg file inside and the standard Apple installer should load and guide you through the process.

You may be asked for the administration password for the computer. The default location is the Applications folder.

### **Activate the Software**

Run the application and enter the serial number provided. Normal activation requires web access to confirm your information with our server.

If web access is not available for your computer, click the 'Manual' activation button and send the resulting computer ID to [support@imagineproducts.com](mailto:support@imagineproducts.com). We will register your computer and send back a manual activation key specific to your computer/serial number to enter in this dialog.

**NOTE:** Serial numbers are required for technical support and future upgrade privileges. Please keep it in a safe place.

### **System Requirements**

The minimum **Macintosh** configuration is:

- OSX 10.5 or greater (this software is NOT compatible with OSX 10.4)
- Intel Mac (this software is NOT PowerPC compatible)
- 2 GB Ram
- 20 GB free disk space

The installer is for Intel Macs only.

To access P2 cards with your computer's PCBus slot, you may also need to install the appropriate operating system codecs from Panasonic. Links to these are available from Imagine Products' website (Support>Downloads>Drivers).

## **How to Register**

If you've purchased from our webstore, you're already registered in our system. If you purchased from a reseller or other method, please register "on-line" at [www.imagineproducts.com/customer.htm/](http://www.imagineproducts.com/customer.htm/) or e-mail the information to us. We must have proof of purchase on file to give service and customer support.

Upgrades are released from time to time and the only way you'll get these is to be registered.

We may also send you periodic electronic news. Generally we notify of new products and trade shows, commentary and stories of interest from other users just like you. Let us know what you're up to (publishing your stories is an inexpensive way to network within the production community).

## **Appendix B - Trouble Shooting**

Throughout the program, reminders and error checks help to anticipate trouble spots in the program while preventing inadvertent data loss. If a message appears that is unclear, check the Help topics or refer to the appropriate section of this guide for further explanation.

### **Frequently Asked Questions**

#### **I Can't Activate!**

**ProxyMill activation requires web access** to our server to register the software for use. When you purchased the application your serial number was entered into our database. Upon first launch, the software asks you to enter your serial number then it will attempt to connect to our server to complete the process. Restrictive FireWalls or virus protection software may prevent a connection. Generally you'll receive a message such as "Cannot Connect to Server" or "Posix - 61" etc. (**TIP:** If it's a portable computer, try using another Internet connection point.) If you cannot connect, request a manual activation.

**For manual activation**, if web access is not available for your computer, enter your serial number and click the 'Manual' activation button. Either call us with the resulting computer ID or email it to [support@imagineproducts.com](mailto:support@imagineproducts.com). Be sure to include your name, serial number and address in the email. We will register your computer and send back a manual activation code to enter into the next dialog.

**ProxyMill is a single user license.** You may activate it on up to two computers for your personal use. If you're upgrading to a new computer, or need to transfer the software, be sure to run the DEACTIVATE SOFTWARE function the application menu (above Quit). This will release the serial number for use elsewhere.

**TIP:** If you forgot to Deactivate before removing the software, you'll need to reinstall it, activate it, then deactivate in order to clear that computer's ID from the server. (This may also require you to remove the ProxyMill preference file before being able to re-activate on the same computer.)

**When transferring the software, always download the most recent version** of the software onto the new computer and activate it normally by entering the serial number when prompted.

#### **I Click Begin and Nothing Happens!**

**Check that the Watch Folder contains the type movies you wish to process.** Under P2 SETTINGS, if you've selected "Search for P2 CONTENTS" check that the Watch Folder selected in FOLDER SETTINGS contains valid P2 Volumes.

**If you've previously created proxies**, click "Clear Watch History" in order to process the same files. Doing so does not remove proxy videos, it only clears the "To Do" list.

**Did you make proxies inside the P2 PROXY folders?** In P2 Settings, checking the box to place proxies inside the source PROXY FOLDERS is not required to process P2 movie files. However, if you're trying to reprocess P2 files (perhaps with different compression settings) you need to manually delete any prior proxies or select a different output location. Otherwise, ProxyMill will determine proxies are already made and skip those files.

**The status window shows processing is complete but no proxies are in my "Proxy Copies" folder.** Inside FOLDER SETTINGS, be sure you've checked the box above the Proxy Copies folder. If it was inadvertently unchecked during processing, the proxies have all been placed inside the P2 PROXY folders within each source P2 CONTENTS folder.

## Technical Support

This product was designed to be easy to use and we want you to feel at home as you navigate through it. This guide should address the most often asked questions along the way. However, should you need support, the specialists at Imagine can provide answers quickly and in terminology that you can understand.

### Contacting Imagine Products

Visit Imagine's Web site to fill out a problem report <http://www.imagineproducts.com/> for fast, free service. Update news and patches, if any will be available on the page as well as Frequently Asked Questions at [www.imagineproducts.com/macfaq.htm](http://www.imagineproducts.com/macfaq.htm).

Alternatively you may contact us via E-mail at [support@imagineproducts.com](mailto:support@imagineproducts.com).

### Check for Updates

From the application's menu, periodically select CHECK FOR UPDATES to check whether a newer version of the software exists. If one does, you will be directed to the web site for download or purchase as appropriate.

### Telephone Support

Telephone Support may be purchased on a "pay as you go" basis in 15-minute increments.

Phone calls to the Technical Support at (317) 843-0706 are returned in the order in which received. You have 30 days of phone support beginning on the date of purchase. Afterward, telephone support is charged on an incident basis. Please have your credit card or support plan number ready when you call.

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