



# CHAPTER 8

## Submitting a Job (CLUI)

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**Revised: October 10, 2008, OL-16995-01**

This section includes the following topics:

- [Submitting a Job in Five Steps, page 8-1](#)
- [Step 1: Choose Your Source, page 8-2](#)
- [Step 2: Select Preprocessor Settings, page 8-6](#)
- [Step 3: Select Encoders, page 8-12](#)
- [Step 4: Select Distribution Settings, page 8-12](#)
- [Step 5: Submit the Job, page 8-13](#)

## Submitting a Job in Five Steps



### Note

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Most Cisco MXE 3000 customers use Folder Attendant to automatically submit jobs. From your desktop, click the Folder Attendant icon. See the Folder Attendant chapters in this guide for more information.

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You can manually submit a job or jobs in either of the following ways:

- [Use a Job Profile to submit a job.](#) See also: [Using a Job Profile to Submit a Job.](#)
- or
- Complete the following five steps:
  - [Step 1: Choose Your Source](#)
  - [Step 2: Select Preprocessor Settings](#)
  - [Step 3: Select Encoders](#)
  - [Step 4: Select Distribution Settings](#)
  - [Step 5: Submit the Job.](#)



### Note

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A job must contain a minimum of a File Job tab and a Preprocessor tab to be submitted to the Job Log. You must create a new Job Profile or associate the job with a profile before submitting to the Job Status window.

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## Step 1: Choose Your Source

When you open the Cisco MXE 3000 CLUI, a File Job tab displays in the main window. From here you will select your source files and complete File Job Settings.

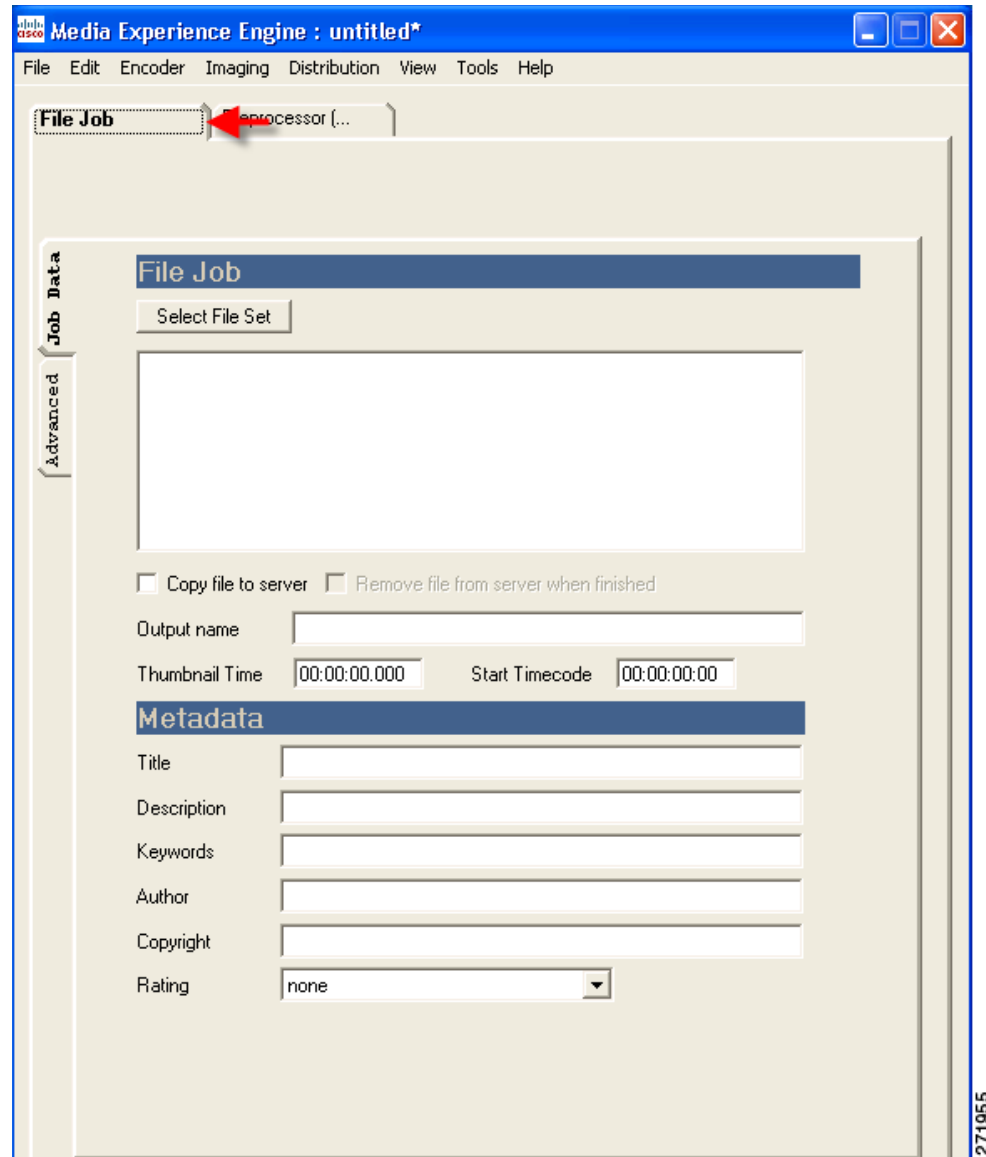
This section includes the following topics:

- [Introduction to the File Job Tab, page 8-2](#)
- [Understanding File Job Settings, page 8-3](#)

### Introduction to the File Job Tab

A File Job, shown in [Figure 8-1](#), allows you to ingest video and/or audio files for encoding. The source files may exist on your PC, on network drives, or on a SAN. However, if the file resides in a location not directly accessible to the Cisco MXE 3000, the file must first be copied to the appropriate server.

Figure 8-1 File Job Tab



You can import video only, audio only, audio and video files. See also: [Input Formats \(File-Based Inputs\)](#) for a list of supported file formats.

## Understanding File Job Settings

Adjust File Job settings on the following subtabs:

- [Job Data](#)
- [Advanced](#)

## Job Data

The Job Data subtab contains two sections:

- [File Job](#)
- [Metadata](#)

### File Job

The File Job section, shown in [Figure 8-2](#), is used to select the file or files to be encoded and to set other job parameters, including whether the file needs to be copied to the server before preprocessing and encoding begins, the output name, thumbnail time, and start timecode.



#### Note

To avoid possible job failures, always check the **Copy file to server** box.

**Figure 8-2** File Job Section

[Table 8-1](#) describes the settings.

**Table 8-1** File Job Settings and Descriptions

Setting	Description
Select File Set	<p>Click the Select File Set button to select the files that will be processed in the current job. Clicking the button opens a Locate movie files browse window where you can search for and select files.</p> <p>The selected files will appear in the box below the button.</p> <ul style="list-style-type: none"> <li>• To add more files: Select the button again.</li> <li>• To remove a file: Select the file, and press the Delete button on your keyboard</li> </ul>
Copy File to Server	<p>Check this box to copy a file from the source directory to a media directory on the encoder server before the job begins. We recommend that you always check this box.</p>

**Table 8-1** File Job Settings and Descriptions (continued)

Remove file from server when finished	Check this box to delete the new copy of the file from the Cisco MXE 3000 when the job is finished, which is recommended due to the typical size of media files.  <b>Note</b> The Remove file from server when finished checkbox only works if Copy file to server is also checked.
Output name	Enter an output name that the Cisco MXE 3000 will use to build the encoded output file name. If no output name is specified, the input file name will be used as the output name.
Thumbnail Time	Enter a time (00:00:00.00) at which the Cisco MXE 3000 will capture a single thumbnail image.
Start Timecode	Enter the timecode that will appear on the first encoded frame. You can match the source file timecode or start the timecode at 00:00.  <b>Note</b> This timecode entry does not affect the start or stop time of the encoding, nor does it trim the input source in any way. To trim the source file, go to View > Preview Window.

## Metadata

Metadata entered in this section, shown in [Figure 8-3](#), is optional and will be attached to the clip being processed. Depending on the data type and the media player, some types of metadata are viewable on the output clip.

**Figure 8-3** Metadata Section

The screenshot shows a 'Metadata' section with the following fields:

- Title: Text input field
- Description: Text input field
- Keywords: Text input field
- Author: Text input field
- Copyright: Text input field
- Rating: Dropdown menu with 'none' selected

A vertical label '271991' is positioned to the right of the form.

[Table 8-2](#) describes the settings.

**Table 8-2** Metadata Settings and Descriptions

Setting	Description
Title	Enter a title for the clip being encoded. If you do not specify a title, the source file name will be used.
Description	Enter a description of the clip.
Keywords	Enter descriptive search words relating to the clip content. Keywords are stored in the database and can be used to create custom reports.
Author	Enter the name of the clip's author.

**Table 8-2** *Metadata Settings and Descriptions (continued)*

Copyright	Enter the clip's copyright information.
Rating	Select a rating to be embedded in the output file. The rating indicates the appropriate audience for the media that will be viewed. The following ratings are available: <ul style="list-style-type: none"> <li>• none</li> <li>• General - All Ages</li> <li>• Parental Guidance Recommended</li> <li>• Adult Supervision Required</li> <li>• Adults Only</li> </ul>

**Note**

Data entered in the Tools > Preferences > Submission Preferences (Defaults) tab will auto-populate the File Job Metadata fields. Overwrite or delete automatic data as needed.

**Advanced**

The V-Chip controls, shown in [Figure 8-4](#), are used to manually submit a V-Chip rating. Use the Preprocessor > V-Chip Gfx subtab to set the rating image and to map the rating to a V-Chip watermark, which is then applied by the preprocessor. See also: [Creating a V-Chip Rating Watermark](#) for details on V-Chips and how they work.

**Figure 8-4** *V-Chip*

## Step 2: Select Preprocessor Settings

To understand the Preprocessor tab and its settings, see the following topics:

- [Introduction to the Preprocessor Tab](#)
- [Understanding Preprocessor Settings](#)

See also: [Working With Jobs in the Preview Window](#).

## Working With Jobs in the Preview Window

The Preview window allows you to see frame-by-frame results of cropping, color and noise reduction, and watermark options selected on the Preprocessor tab. The image displayed in the Preview window shows a Before/After Split where the left side is the unprocessed image and the right side is the same image with the currently selected preprocessor options applied.

The Preview Window allows you to preview the following types of input media:

- **File-based media:** Allows you to preview the source file and view video before and after preprocessor settings have been applied.
- **File-based media from the job log:** Same as original file-based media, but also allows you to set in and out points.

This section also includes the following topics:

- [Understanding the Preview Window, page 8-7](#)
- [Opening the Preview Window, page 8-9](#)
- [Setting File Job In and Out Points, page 8-11](#)
- [Choosing Where to Set In and Out Points, page 8-11](#)

## Understanding the Preview Window

The Preview window is used to view and fine-tune preprocessor settings.



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**Note**

Graphic overlays are not visible in the Preview window, but will display in the encoded clip and in the preprocessed .avi intermediate file.

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From top to bottom, Preview window features are shown in [Figure 8-5](#).

Figure 8-5 Preview Window



Table 8-3 describes the settings.

Table 8-3 Preview Window Features and Settings

Feature or Setting	Description
Before/After Split Slider	Slide the indicator to the left or right to adjust the amount of the image displayed unprocessed and the amount displayed with preprocessing options applied.
Preview Pane	Displays a frame-by-frame view of the input video.

**Table 8-3** *Preview Window Features and Settings (continued)*

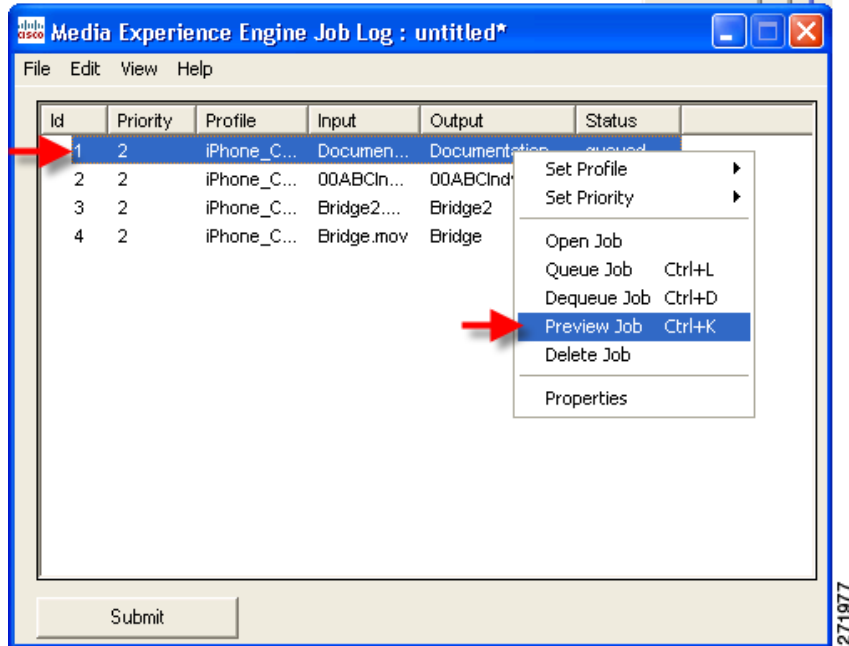
Timeline	<p>The full bar (base color white) represents the entire clip. To use the timeline:</p> <ul style="list-style-type: none"> <li>• Slide the green and red brackets left or right to define the in and out points of the clip. The In Point and Out Point counters reflect the bracket positions. The blue section is the portion of the clip that will be encoded.</li> <li>• Drag the white tab (below the timeline) to the right or left to view the clip.</li> <li>• Slide the gray zoom bar to the right to zoom in on a specific frame. The zoom status bar to the right displays the position of the zoom control relative to the entire clip.</li> </ul>
Input	<p>Displays the dimensions of the input media.</p> <p><b>Note</b> In point and out point markers that are changed in the Preview window override these values shown on the Preprocessor tab of a Job Profile.</p>
Output	<p>Displays the dimensions of the output video.</p> <p><b>Note</b> In point and out point markers that are changed in the Preview window override these values shown on the Preprocessor tab of a Job Profile.</p>
Size	<p>Enter new dimensions, if needed, and click Set. The clip will display in the new size. Click PP Size to preview the image at the settings on the Preprocessor tab, or click Thumb Size to preview the image at the default width and height defined in <a href="#">Thumbnail Preferences</a>.</p>
Save Thumbnail	<p>Click this button to save a thumbnail of the currently displayed frame using the default path, name, and image properties as defined in the <a href="#">Thumbnail Preferences</a>. The size of the image is determined by the current image size in the Preview window, and the thumbnail image will be captured after the preprocessing is applied.</p>
Apply edit	<p>Click this button to save the new in point and out point.</p>

## Opening the Preview Window

### Procedure

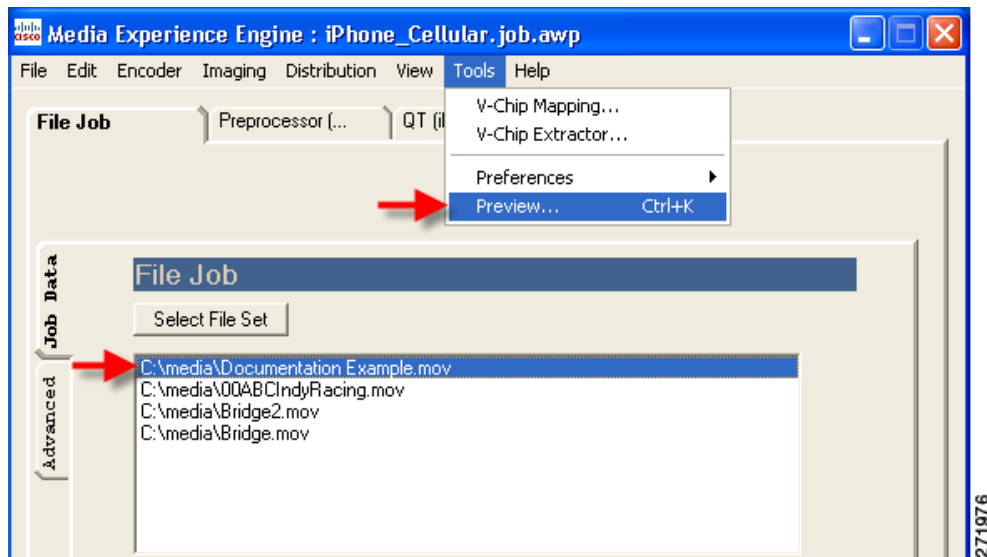
- 
- Step 1** Highlight a job in the **Job Log** list
- Step 2** Do one of the following:
- In the Job Log window, right-click the selected job, and click **Preview Job**.

Figure 8-6 Right-click to Preview Job



- Or, from the main window, click **Tools > Preview**.

Figure 8-7 Click Tools &gt; Preview to Preview Job



- Or, from the Job Log window, click **Edit > Preview Job**.

The Preview window displays.

**Tip**

If the Preview window is hidden behind another window, click **View > Preview Window** to bring it to the foreground.

## Setting File Job In and Out Points

See also: [Choosing Where to Set In and Out Points](#).

### Procedure

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- Step 1** Open the job in the Preview window. See also: [Opening the Preview Window](#).
- Step 2** Set the In Point frame:
- Use the Forward and/or Back buttons to navigate to the frame, and press your I key to set the in point.  
or
  - Slide the green bracket left or right to define the in point.
- Step 3** Repeat one of the above methods to set the out point, and press your O key or drag the red bracket.
- Step 4** Click **apply edit**. The in point and out point information displays in the Job Log.

**Note**

When the job is run, only the in point and out point applied in the Preview window will override the Job Profile in point and out point settings.

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## Choosing Where to Set In and Out Points

Both the Preview window and the Preprocessor tab of a Job Profile allow you to define the In Points and Out Points of clips. The overlap is designed to allow users flexibility in determining whether these settings should be included as part of the Job Profile or whether they should be applied on a job-by-job basis.

**Assign In Points and Out Points in a Job Profile** when clips encoded with the profile have consistent information at the beginning or end that always needs to be trimmed. For example:

- If clips from a particular source always begin or end with color bars.
- If clips from a particular source are a uniform length and are preceded by or followed by superfluous footage.
- If the desired goal of the encoding is a uniform sample of how a profile will work with a variety of source material. For example, if a profile needs to be tested, encoding twenty seconds in the same section of multiple types of source material can give excellent results demonstrating what to expect when the profile is in production.

**Assign the In Points and Out Points in the Preview window** whenever the In Point and Out Point are unique to the clip. For example:

- If the footage is unfamiliar, In Point and Out Point will need to be set by someone visually reviewing the clip. The Preview window allows the interaction required when the In Point and Out Point are unknown or not uniform across a set of clips.
- If clips are preceded or followed by unwanted material, but the amount that each clip needs to be trimmed is not uniform, setting the In Point and Out Point in the Job Profile will provide a uniform trim. Additional fine tuning of the material to be encoded can be achieved by adjusting the In Point and Out Point in the Preview window.

The type of trim required by the media being encoded will determine the best option for setting In Points and Out Points.

## Step 3: Select Encoders

The Cisco MXE 3000 uses Encoder tabs to set parameters that govern how uncompressed preprocessor output will be compressed for distribution.

See also: [Encoders](#) for more information on each encoder.

### Procedure

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- Step 1** To add an encoder to your job, from the main menu, click **Encoder**. A list of all encoders displays.
  - Step 2** Select an encoder. The encoder tab is added to the job.
  - Step 3** Check boxes and complete fields as needed. See also: [Encoders](#). Select the appropriate encoder to understand its settings.
- 

## Step 4: Select Distribution Settings

Distribution settings tell the Cisco MXE 3000 what to do with output files once encoding is complete. Setting distributions for a job is optional.

You may choose to add the following to the job:

- [Add Delivery](#)
- [Add Notification](#)
- [Add Output](#)

See also: [Adding Distribution Settings to a Job Profile \(CLUI\)](#).

## Add Delivery

See also:

- [Introduction to the Delivery Tab](#)
- [Understanding Delivery Settings](#)

**Procedure**

- 
- Step 1** From the main menu, click **Distribution > Add Delivery**. A Delivery tab is added to the job.
- Step 2** Select Formats to Deliver, Delivery Methods, and Rename on Delivery settings.
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## Add Notification

See also:

- [Introduction to the Notification Tab](#)
- [Understanding Notification Settings](#)

**Procedure**

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- Step 1** From the main menu, click **Distribution > Add Notification**. A Notification tab is added to the job.
- Step 2** Check boxes and complete fields as needed.
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## Add Output

See also:

- [Introduction to the Output Tab](#)
- [Understanding Output Settings](#)

**Procedure**

- 
- Step 1** From the main menu, click **Distribution > Add Output**. An Output tab is added to the job.
- Step 2** Check the appropriate Save Local Output File boxes, and complete the Output section, if needed.
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## Step 5: Submit the Job

See also:

- [Job Log Window: Managing Jobs Before Submission](#)
- [Job Status Window: Managing Submitted Jobs](#)

**Procedure**

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- Step 1** When all File Job, Preprocessor, Encoder, and Distribution tabs have been added and settings applied to each tab, from the main menu, (if you are not using a pre-existing Job Profile), select **Save Job Profile**.

## Step 5: Submit the Job

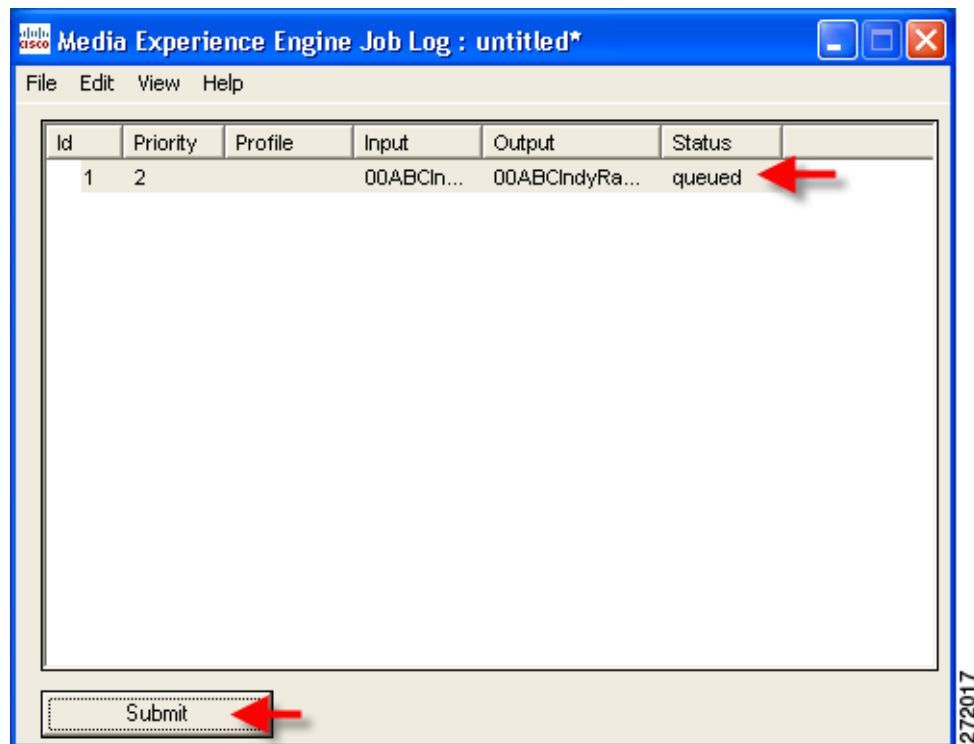
**Step 2** At the base of the File Job tab, click **Add job to log**, as shown in [Figure 8-8](#). The job appears in the Job Log window.

**Figure 8-8** Add Job to Log



**Step 3** Adjust Job Properties, if needed, and click **Submit**, as shown in [Figure 8-9](#). The job displays in the Job Status window. See also: [Job Status Window: Managing Submitted Jobs](#).

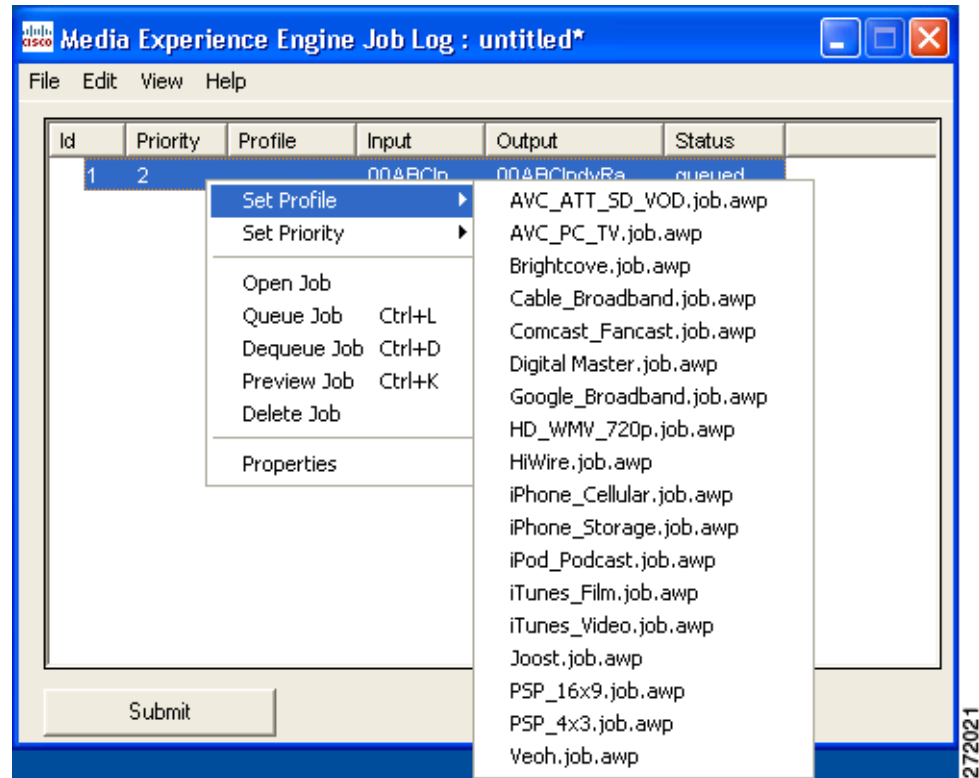
**Figure 8-9** Job Listed in Job Log Window



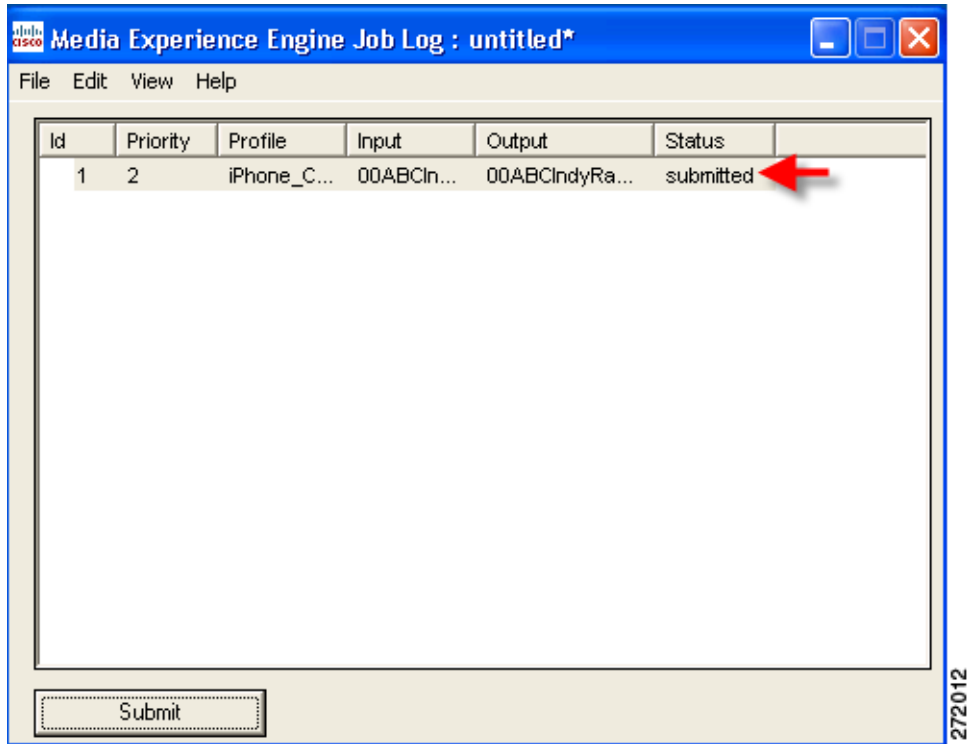
**Note** If you have not saved the current job as a Job Profile or associated a Job Profile to the job, an error pop-up displays:

**Step 4** Click **OK**, right-click the job in the Job Log window, select **Set Profile**, and choose a profile, as shown in [Figure 8-10](#).

Figure 8-10 Selecting a Job Profile

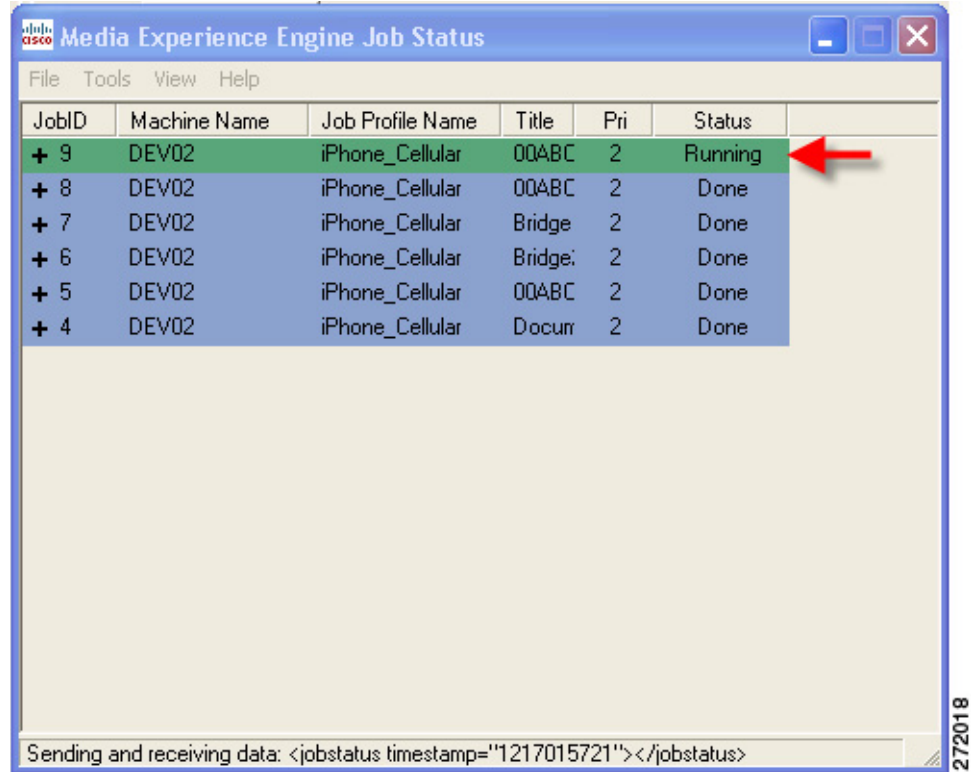


**Step 5** Click **Submit**. In the Job Log window, the job now displays a Status of submitted, as shown in Figure 8-11.

**Figure 8-11** Job Log: Status Submitted

The job also displays in the Job Status window, as shown in [Figure 8-12](#).

Figure 8-12 Job Listed in Job Status Window



The screenshot shows a window titled "Media Experience Engine Job Status" with a menu bar (File, Tools, View, Help) and a table of jobs. The table has columns for JobID, Machine Name, Job Profile Name, Title, Pri, and Status. Job 9 is highlighted in green and has a red arrow pointing to its status "Running".

JobID	Machine Name	Job Profile Name	Title	Pri	Status
+ 9	DEV02	iPhone_Cellular	00ABC	2	Running
+ 8	DEV02	iPhone_Cellular	00ABC	2	Done
+ 7	DEV02	iPhone_Cellular	Bridge	2	Done
+ 6	DEV02	iPhone_Cellular	Bridge:	2	Done
+ 5	DEV02	iPhone_Cellular	00ABC	2	Done
+ 4	DEV02	iPhone_Cellular	Docurr	2	Done

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Sending and receiving data: <jobstatus timestamp="1217015721"></jobstatus>

