



Start Here

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Prerequisites

Before you access Cisco Show and Share, you need:

- One of the following web browsers:
 - Microsoft Internet Explorer version 9, 10, or 11 for Windows (see [Configuration Note for Microsoft Internet Explorer](#)).
 - Mozilla Firefox version 28, 29.
 - Chrome version 34.0.1847.131m
 - Apple Safari 6.0.5.
- Access to the Internet to download the plugins needed to play Flash, Windows Media, or Quicktime media in your browser (if they have not been previously installed).
- Access to the superuser account or an account with one or more of the following privileges: administrator, category administrator, or reports administrator.

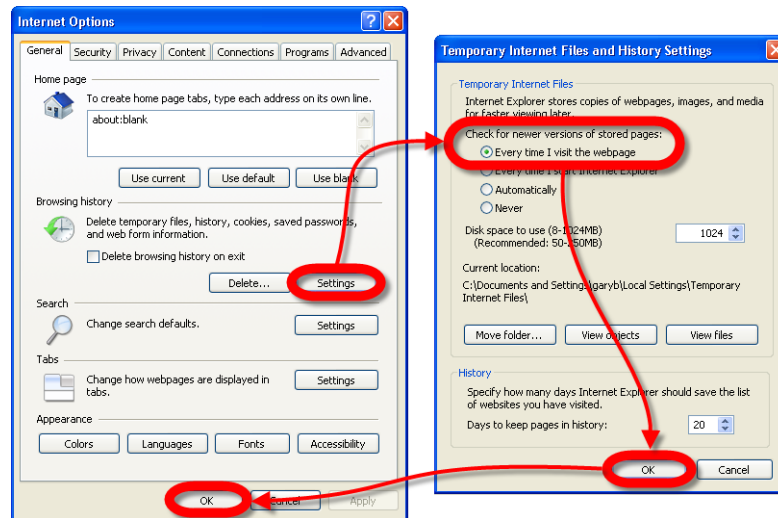
Configuration Note for Microsoft Internet Explorer

For Cisco Show and Share to display properly in Microsoft Internet Explorer, you must configure Internet Explorer to check for changes each time that it loads any page from Cisco Show and Share.

Procedure

- Step 1** Choose **Tools > Internet Options**.
- Step 2** Click **Settings** in the Browsing history area.
- Step 3** Click the option to check for changes each time.

Step 4 Click **OK** twice.



Access Cisco Show and Share

To access Cisco Show and Share, point your web browser to:
`http://server_name`

In the above URL, replace *server_name* with the name of your Cisco Show and Share server, for example `http://video.example.com`. Do not use an IP address.



Note

You may receive a security warning to accept the site security certificate when you first access your Cisco Show and Share site. Confirm the security exception to proceed to the site.

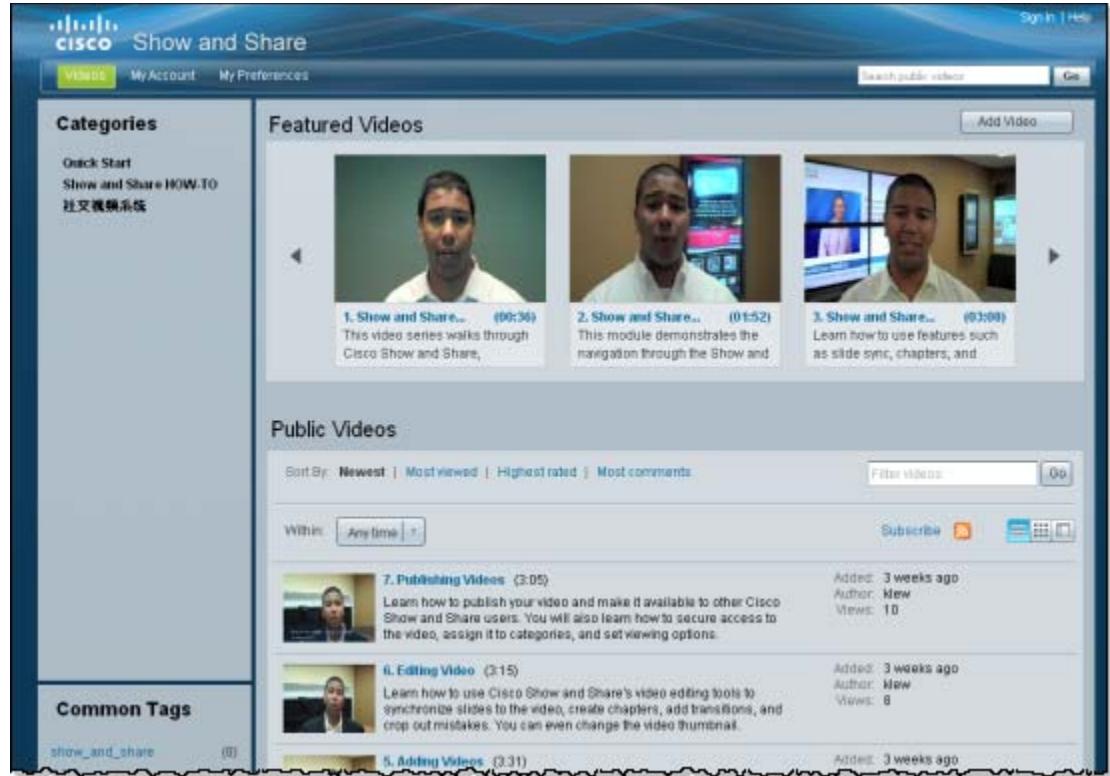
When Cisco Show and Share loads, you see a page similar to the one shown in [Figure 1-1](#). When you first access Cisco Show and Share, you access the site as a visitor.



Note

Depending on licensed features and options, your User Interface (UI) screens might look different from those shown in this guide.

Figure 1-1 The Cisco Show and Share Home Page



Sign In to Cisco Show and Share

You must be signed-in to Cisco Show and Share to access the administrator functions. The administrator functions that you can access depend on the administrator role or roles that you have.

Table 1-1 Administrator Roles

| Role | Permissions |
|------------------------|--|
| Category Administrator | Category Administrators create and delete categories. They can browse and view videos. They may also be able to comment on, rate, and tag videos. |
| Reports Administrator | Reports Administrators run and view Cisco Show and Share reports. They can browse and view videos. They may also be able to comment on, rate, and tag videos. |
| Administrator | Administrators can access all of the Cisco Show and Share administrative functions except for those enabled by the Category Administrator and the Reports Administrator roles. They can browse and view videos. They may also be able to comment on, rate, and tag videos. |
| superuser | The superuser role is a default administrator role that you configure when you first set up Cisco Show and Share. The superuser can access all of the Cisco Show and Share administrative functions. |

To sign-in to Cisco Show and Share, follow these steps:

- Step 1** Click the **Sign In** link in the global navigation area at the top of the page.

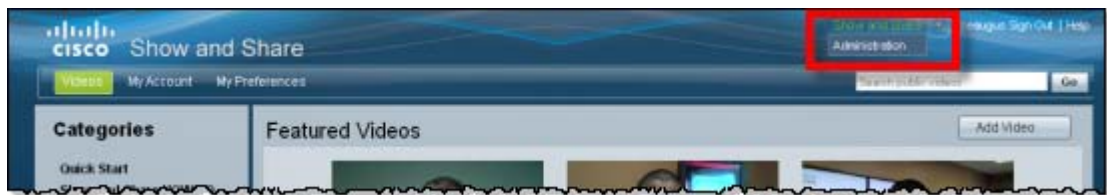


- Step 2** When the login dialog appears, enter your username and password and click **Log In**. You are returned to the Videos page.

Access the Administration Area

Procedure

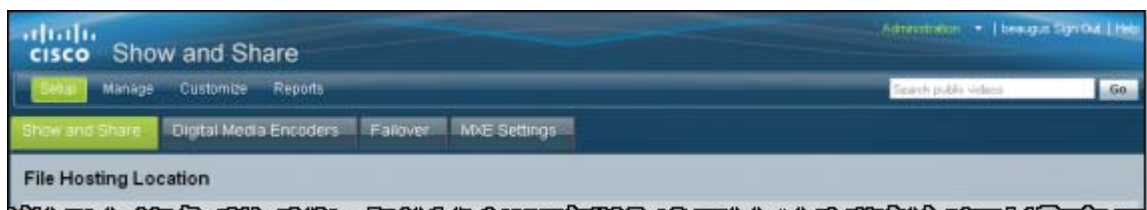
- Step 1** To access the administration area of Cisco Show and Share, click the **Show and Share** link in the global navigation area at the top of the page.



- Step 2** Click **Administration**.

The Cisco Show and Share administration area appears. What you see depends upon the administrator permissions that you have.

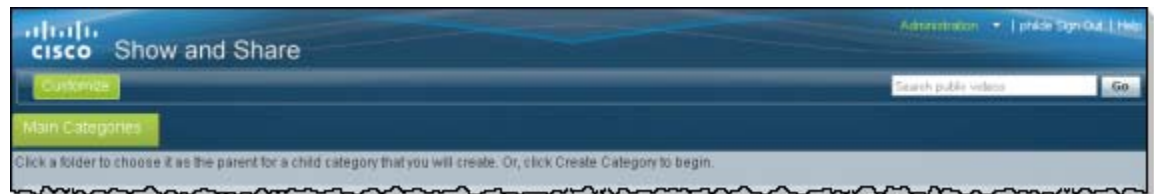
The administrator in the illustration below has all three administrator roles assigned, so all of the options are available. The Reports menu would not be visible if the administrator did not have the Reports Administrator role.



If the administrator only had the Reports Administrator role, they would see the following when they logged into the administration area:



And, if the administrator only had the Categories, they would see the following:



What to Do Next

See the following sections to manage Cisco Show and Share:

| To... | See... |
|--|---|
| Learn about Cisco Show and Share dependencies on Cisco Digital Media Manager | Cisco Show and Share Dependencies, page 2-1 |
| Assign user roles | Manage User Access and Permissions, page 3-1 |
| Configure external file hosting locations | Set Up File Hosting Locations, page 4-1 |
| Enable the video approval publishing workflow | Manage the Publishing Workflow, page 5-1 |
| Create and manage categories | Manage Categories, page 6-1 |
| Manage the Cisco Show and Share settings | Manage System-Wide Settings, page 7-1 |
| Choose featured videos | Manage Featured Videos, page 9-1 |
| Create or load a ticker on the front page | “Manage Tickers” section on page 10-1 |
| Change the user interface | Customize Show and Share, page 11-1 |
| Configure a Cisco MXE 3500 to provide video transcoding and Pulse video analytics features to Cisco Show and Share | Integrate a Cisco MXE 3500 for Video Transcoding and Pulse Video Analytics, page 12-1 |
| Enable mobile client access | Enable Mobile Application Access, page 13-1 |
| Enable the Pulse video analytics feature set | Enable Pulse Spoken Keyword and Speaker Identification, page 14-1 |
| Configure a Cisco DME for use with Cisco Show and Share | Configure Digital Media Encoders, page 15-1 |
| Use a Cisco DME to transcode a video | Use a Cisco DME to Transcode Video, page 16-1 |
| Generate usage reports | Generate Cisco Show and Share Reports, page 17-1 |
| Configure failover | Configure Failover, page 18-1 |

