MEDIA LANDING

Using the Asset Dashboard

1. After login, you'll automatically be routed to the Asset Dashboard. The Placeholders assigned to you appear on this screen.

MEDIA LANDING Dashboard	Activity					
Asset Dashboard < Filter						
Filters Ø Selected	Status	Title	Alpha	Asset	Asset Type	Inventory Class
		MAN				
Order Number 🛛 👻		TRIGUN: SEASON 01: EP# 0101 - THE \$\$60,000,000,000.00 MAN	StudioTV_FUN		Image Sequence	Production Deliver
Asset Type	Open	TRIGUN: SEASON 01: EP# 0101 - THE \$\$60,000,000,000.00 MAN	StudioTV_FUN	bfrae4e8k2v1zxbs	Timed Color	Production Deliver
Inventory Class	Open	TRIGUN: SEASON 01: EP# 0101 - THE \$\$60,000,000,000 00 MAN			Image Sequence	Production Deliver
	Open	TRIGUN: SEASON 01: EP# 0101 - THE \$\$60,000,000,000 00 MAN	StudioTV_FUN	avm8g351c69q2bf7	Pro Tools	Production Deliver
Content 🗸	Open	TRIGUN: SEASON 01: EP# 0101 - THE \$\$60,000,000,000.00 MAN	StudioTV_FUN		Image Sequence	Production Deliver
Language 🗸 🗸	Open	TRIGUN: SEASON 01: EP# 0101 - THE \$\$60,000,000,000.00 MAN	StudioTV_FUN	8f78hvgb5g28sbc7	Pro Tools	Production Deliver
Alpha Name 🗸	In QC	TRIGUN: SEASON 01: EP# 0101 - THE \$\$60,000,000,000.00 MAN	StudioTV_FUN		Image Sequence	Production Deliver
Status 🗸	Open	TRIGUN: SEASON 01: EP# 0101 - THE \$\$60,000,000,000.00 MAN		7sfwh6fyp9kcwd4j	Image Sequence	Production Deliver
Track Configuration 👻	Ingesting	TRIGUN: SEASON 01: EP# 0101 - THE \$\$60,000,000,000 00 MAN		6wwnnzzefve6rc36	Timed Color	Production Deliver
Task Type 🗸	Open	TRIGUN: SEASON 01: EP# 0101 - THE \$\$60,000,000,000.00 MAN	StudioTV_FUN		Pro Tools	Production Deliver
Show Completed	Open	TRIGUN: SEASON 01: EP# 0101 - THE \$\$60,000,000,000.00 Man			Image Sequence	Production Deliver

Fig. 1 – Media Landing – Asset Dashboard

2. The user interface consists of Navigation Tabs at the top left of the screen, a Filter Drawer below the navigation tabs, and a Results pane to the right of the Filter Drawer.

MEDIA LANDING	Dashboard	Activity
Asset Dashboard	< Filter	tiļ
Filters Ø Selected		Status
Order Number	•	Ingesting
Asset Type	•	Open

Fig. 2 Asset Dashboard – Navigation tabs and filter drawer

The Filter Drawer can be collapsed by clicking the Display button.

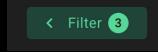


Fig. 3 Asset Dashboard – Display button for filter drawer

3. By clicking on a Filter and selecting a value, you can constrain the Placeholders displayed in the Results pane. In this example the results are constrained to the asset type IMF. They are then further constrained using the Language filter and then selecting German.

Filters interact with each other in a hierarchical manner. The first filter chosen will limit the Placeholders displayed in the results pane. Each filter thereafter progressively constrains the results.

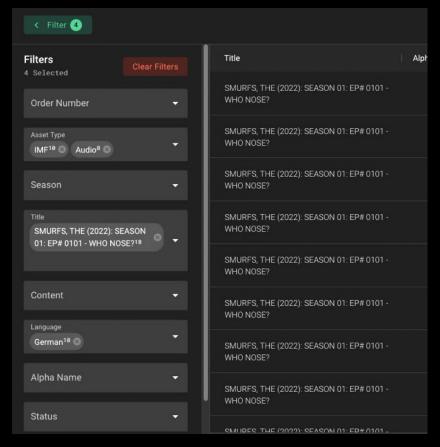


Fig. 3 – Asset Dashboard – Filter drawer with values selected on various filters.

4. When a Filter Value is selected, it appears on the face of the Filter button. You can select multiple values per filter. Click the "X" button on the value to clear it from the filter. Click the Clear Filters button to reset all values in the Filter Drawer.

Asset Type		•
Season		•
Title SMURFS, THE (2022): SEASON 01: EP# 0101 - WHO NOSE? ¹⁸	8	Ţ
U1: EP# U101 - WHO NOSE?"*		

Fig. 4 – Asset Dashboard – Multiple values on the face of filters.

5. You can also filter in the Results pane by hovering over the column label which reveals a hamburger icon.



Fig. 5 – Asset Dashboard – Hamburger icon which opens dialog box for in column sorting.

6. Click the icon and a filter dialogue appears where you can select the values to filter the column by.

Status	Order #	Due
	Contains	•
Uploading	ingest	
Ingesting	🗿 AND 🔵 OR	2
	Contains	•
	Filter	
Ingesting		

Fig. 5 – Asset Dashboard – Filtering within a column in the results pane.

If a column has filters applied a filter icon will appear next to the column label.

Status	∇		

Fig. 6 – Asset Dashboard – Filter icon next to column label.

7. To change the sorting of a column, click to the right of the label to toggle between ascending order, descending order or to turn off the sorting for the column.

You can also click and drag a column label to reorder where it appears in the Results pane.

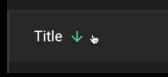


Fig. 6 – Asset Dashboard – Arrow icon indicating whether column is in ascending or descending order.

8. To hide a column, click the Column Visibility button.



Hover to the right of the column name and click the green eye icon for columns you would like to hide. You can also re-order columns by dragging the control on the left of the column label.

Со	lumn Visibility	
••••	Status	Ø
	Alpha	Ø
	Title	0
⊿	Asset	
::	Asset Type	
::	Inventory Class	
::	Format	

9. To search for a previously completed placeholder, click the Show Completed slider at the bottom of the filter drawer and then use the Status filter to further narrow your results.

Status iss	•
Issue ¹⁰ ₩	
Show Completed	-

Fig. 6 – Asset Dashboard – Show Completed slider activated under filter drawer.

10. Clicking a Placeholder in the Results pane opens it. You can now upload files against that Placeholder.

Dashboard > Asset Details crficc_sn02_ep02001_tv-11128814_pic-uhd-hdr-200_vvrjzdfq10pw79av Open • Image Sequence • CHOSEN (ASIA): SEASON 02: EP# 02001 - EPISODE #02001 • TV vvrjzdfq10pw79av • UHD • HDR • TIFF • 16X9 • 2.00 • 23.976							
Details		Specs					
↑ Image Sequence Upload 0 Files		Video Resolution Frame Rate	3840×2160 23.976				
Main Program To add a folder, drag and drop it into this area		Screen Aspect Ratio Active Picture Aspect Language Dynamic Range Resolution Class Format	16×9 2.00 HDR Ultra High Definition TIFF				
Textless (Optional) To add a folder, drag and drop it into this area							



For info on the latest features and training material visit wiki.upload.spe.sony.com For support contact media_landing_help@spe.sony.com

