




DELIVERY PROGRAMS BY M6 ASPERA SYSTEM

User manual



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1. INTRODUCTION

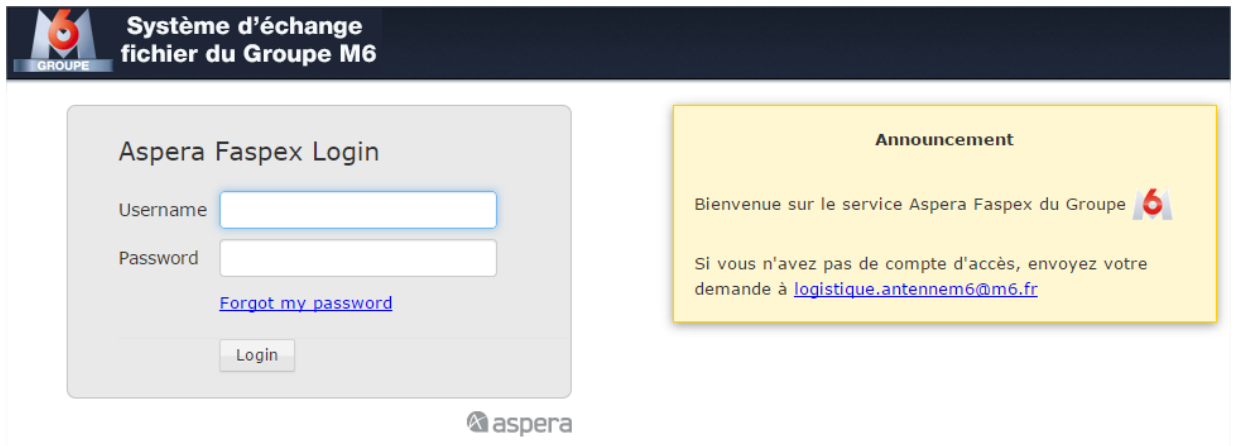
M6 Group uses an Aspera FASPEX system to receive programs from suppliers in file mode.

This document describes the procedure for the usage of this portal.

2. PROCEDURE FOR DELIVERY « READY TO BROADCAST » FILE

2.1. Connexion to the portal

- The web interface is available here : <https://aspera.m6.fr>



- Enter your personal login and password provided by M6

If you do not have a login / password, please complete the form « Formulaire M6 pour accès Aspera Faspex.xls » available to the url: <http://www.groupem6.fr/normestechiques> and send it by email to the technical M6 contact indicated inside.

An email to the address provided will be sent automatically when your account will be created.

The password will be temporary and must be changed at your first login.

- You must have the Aspera Connect browser plugin installed to use the service.

If the plugin is not installed, you will be notified to install. Then click "Install Now" to automatically install the plugin. When the installation is completed, restart your web browser.

If the installation does not end well, go to the download page <http://asperasoft.com/connect> for the specific version for your operating system and browser.

Compatible versions of browser for Aspera Connect plugin are:

	Windows	OS X PPC	OS X 10.4	OS X 10.5-10.10	Linux
Internet Explorer 7-10	v3.1.x	n/a	n/a	n/a	n/a
Safari 4-6	n/a	v2.4.7	v2.7.2	v3.1.x	n/a
Firefox 3	n/a	v2.4.7	v2.7.2	n/a	n/a
Firefox 4 - dernière version	v3.1.x	n/a	n/a	v3.1.x	v3.1.x
Chrome dernière version	v3.1.x	n/a	n/a	v3.1.x	v3.1.x
	The web browser n/a is not compatible				

2.2. Send a « Ready to broadcast » file (PAD)

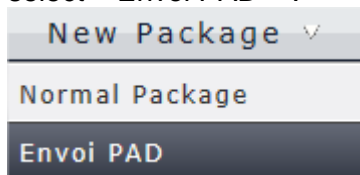
To send a « Ready to broadcast » file, the procedure is:

1. Prepare the MXF file in accordance with M6 Group standards.
Prepare the metadata XML file according to M6 Group standards.
You can view the details of the M6 Group standards by following the link below:
<http://www.groupem6.fr/normestechiniques>.

The MXF file (resp. the XML file) must have exactly the same name except for the file extension .mxf (resp. .xml).

Warning: It is essential to provide for each MXF file, an XML file associated exactly with the same name so that M6 Group's information systems can process your delivery.


2. Once you are connected and ready to send, go to the « New Package » menu and select « Envoi PAD » :

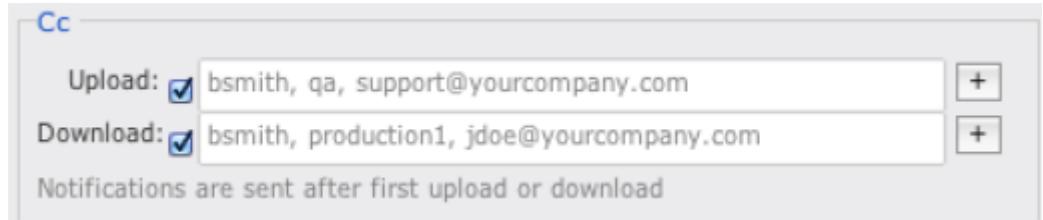


Warning: Do not use any other Package menu available for sending « Ready to broadcast » file so that M6 Group's information systems can process your delivery.

3. The following form is displayed :
 - a. Fill the form with the necessary information.

You can be notified at the end of the upload of your file by selecting the "Upload" on the CC area. You can also notify other recipients if necessary by adding their email addresses.

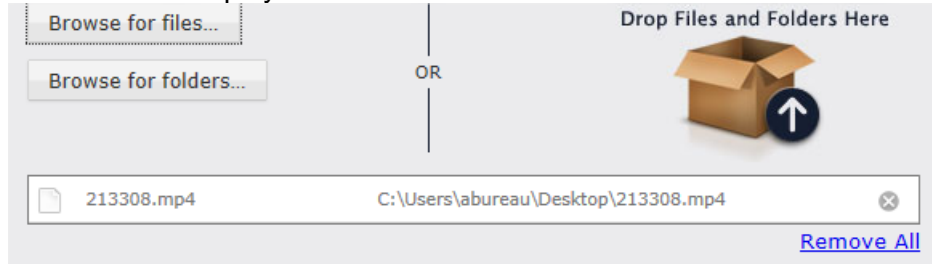
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It is not helpful to check the "Download" area.

- b. Click on « Browse for files » to select all the files to send.

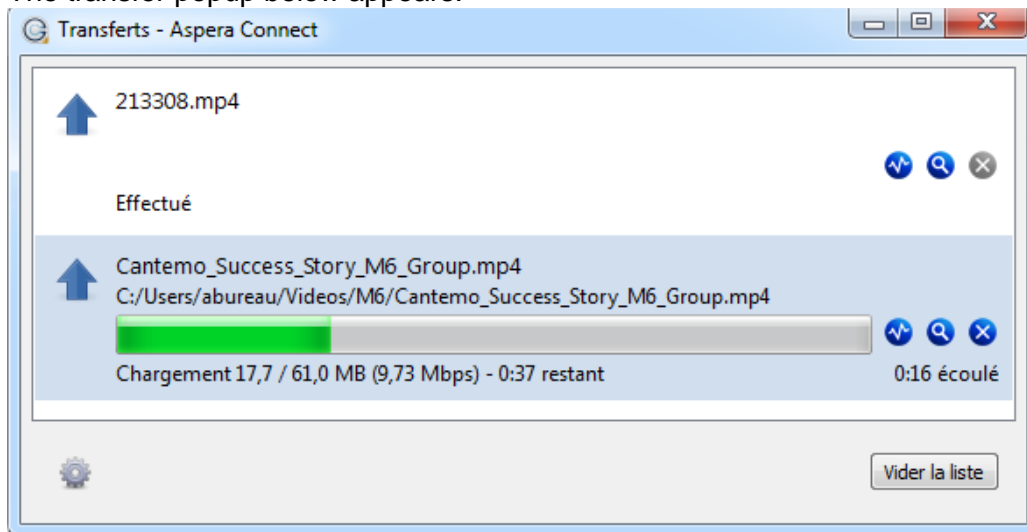
The file list is displayed below:




You can send several files MXF + XML in the same package.

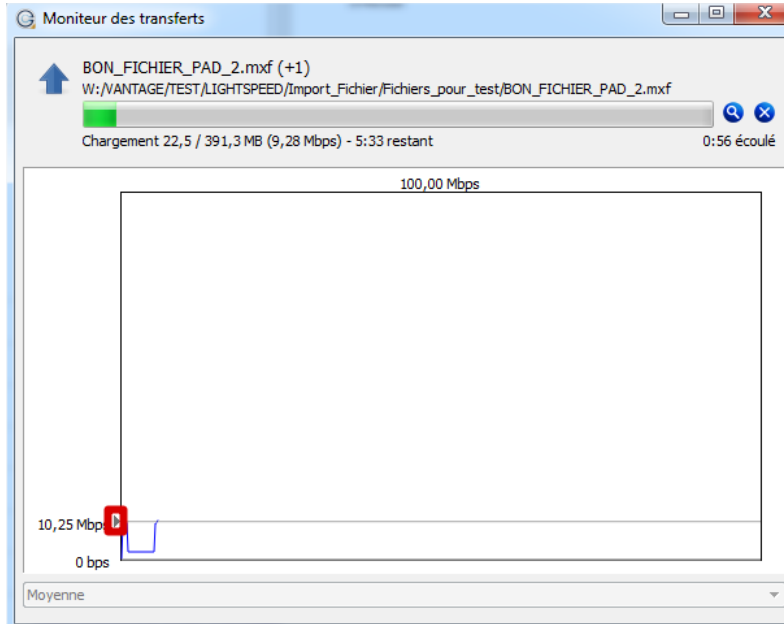
- c. Once you have selected all necessary files, click on the button « Send package »

4. The transfer popup below appears:



You can follow the progress of the transfer. By default the transfer rate is configured to 10Mb/s.

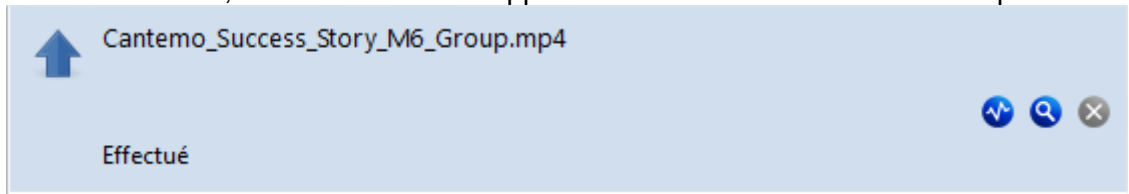
Click on the icon , the following popup opens :



By moving the cursor vertically, you can control the speed of the transfer.

This speed will also be controlled by M6 to manage the priority of different transfers in progress.

- When finished, the transfer appears with the status "Completed"



The transfer to the M6 Group is completed. If you chose to receive notification upload, you will receive a confirmation email.

You can find your sent packages in "Sent" from the Aspera Faspex menu

