# Broadcast.Radio

# Quick User Guide

Last Updated: 01/12/2022

# Contents

# Introduction

This document will help guide you through the basics of access and setting up your Cloud Radio system. Most daily tasks will be undertaken via Myriad Anywhere using a compatible web browser but a few admin and reporting functions will require you to access your Cloud Radio system directly using the RealVNC account included with your subscription.

The complete Cloud Radio solution comprises of several elements, each perform a key task in the running of your station.

These elements include:

- Myriad 5 Playout (Studio Edition) – This software is responsible for scheduling and playing all content on your station. Myriad 5 Playout is hosted on a dedicated virtual platform and can be accessed directly using remote control software as required.
- Remote Edit Server – This software enables Myriad Anywhere Cloud to connect to your Cloud Radio system to allow remote contribution and administration.
- Myriad Anywhere Cloud – This is our cloud hosted interface to allow Log Editing and Voice Track, schedule management, content upload, User management and more via a web browser. There will be the portal you will use for the majority of tasks.
- BR Encoder – The output from your Myriad 5 Playout will be encoded for hosting on our web streaming platform.
- BR Player – This advanced HTML5 player offers easy access to your station and includes embed code to allow you to simply add it to your existing website.
- AutoImporter – This application will monitor specified folders and automatically import and process content ready for inclusion in station playout.
- Myriad Schedule – Finally, Myriad Schedule allows you to create plans (called Clocks) for each hour of the week that Myriad Schedule will use to generate Log for automated playout.
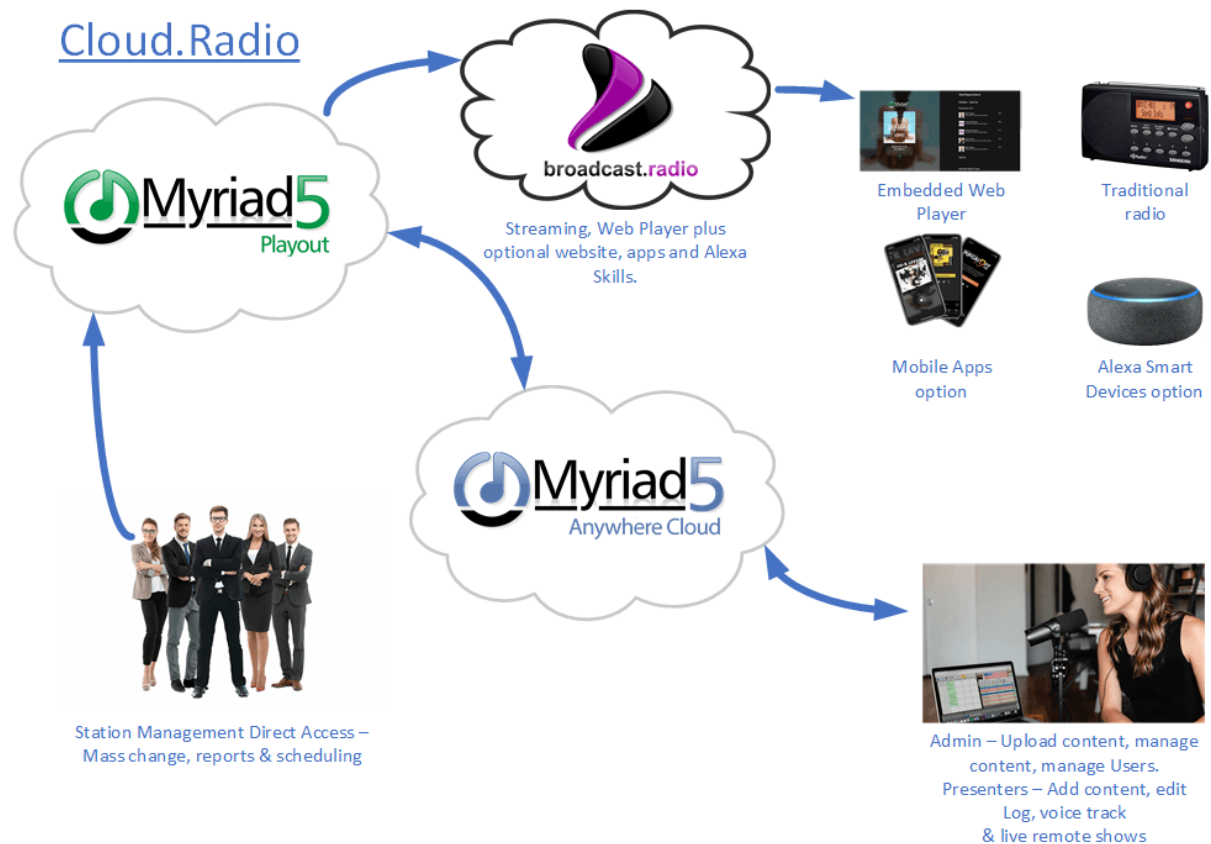
In order to make the process of setting up your Cloud Radio system as easy as possible, your system will come with all software installed and configured. We will also setup your Myriad Anywhere Portal and Broadcast.Radio portals to allow you to manage remote access and streaming / player respectively. Finally, your system will be setup to start streaming as soon as you are ready.

Myriad 5 Playout is professional grade radio software that is used in radio stations of all sizes around the world. The tools Myriad 5 Playout provides will allow you to design and build a dynamic, engaging radio experience that can complete with any professional station. To get the most from the system, we strongly advise that you take full advantage of the training resources available on the links below, to familiarise yourself with the system and understand the full potential of your Cloud Radio system.

https://www.broadcastradio.com/training-courses

https://www.broadcastradio.com/myriad-5-playout-support#Documentation

# System Overview



**Cloud.Radio**

Streaming, Web Player plus optional website, apps and Alexa Skills.

Embedded Web Player

Traditional radio

Mobile Apps option

Alexa Smart Devices option

Station Management Direct Access – Mass change, reports & scheduling

Admin – Upload content, manage content, manage Users.
Presenters – Add content, edit Log, voice track & live remote shows

In order to administer your Cloud Radio system and access your Myriad 5 Playout system to add content and plan your schedule, you will be using two main methods.

## Web Portal (Myriad Anywhere Cloud)

Most of the day to day creative and administrative functions will be performed via the Myriad Anywhere Cloud platform which can be accessed by both PC and Mac users via a unique website URL combined with a username and password. You can also create Users for your presenters to give them access Myriad Anywhere to allow them to manage their shows and add Voice Tracks or present a live show.

These functions include:

- Editing a prescheduled Log for automated playout.
- Adding Voice Tracks to automated shows.
- Uploading Songs, Links and Adverts to the system (individually or mass upload).
- Edit the metadata, Categories and Attributes of existing content on the system.
- Add new Users and manage security permissions for existing users.
- Add and edit the Clocks and Rules for your station and assign them to hours to build your schedule.
- Real time remote control for live shows including live audio from up to two presenters simultaneously. (Cloud Radio Pro only).

- Invite guests to live shows and host up to five simultaneous presenters / guests. (Cloud Radio Ultimate only).

## Direct Remote Control (RealVNC)

Admin functions such as advanced settings, reporting or mass changing content will be performed directly on your hosted system via the included RealVNC account. Direct remote control of your system should only be performed by your or trusted staff members.

These functions include:

- Advanced Settings – Access to the full range of Myriad Playout configuration options is available by direct control.
- Mass Changing – You can perform mass changes to alter attributes or other details on multiple Media Items at once with direct control.
- Reporting – Advanced Media Reports can only be accessed directly via remote control.
- Changes to BR Encoding or AutoImporter– If you need to change settings on the BR Encoder or the AutoImporter then you can do this with direct control.
- Restart software – If you ever need to restart any software or services, direct remote control access allows you to do so.

## Web Player Setup & Access (broadcast.radio)

In addition to the two main ways to access Cloud Radio, we also include access to our Broadcast.Radio streaming platform that provides a fast and convenient way to build a Web Player to add to your website and allow listeners to access your service. The BR Player is accessed by a separate web portal and allows the following functions:

- Customised Web Player with your logos and colour scheme.
- Display show schedule.
- Now Playing information and Album Art.
- Recently Played list.
- Contact the Station.
- Listen Again / Podcast (via MixCloud or Podbean 3rd party platforms).
- Manage your streams.
- Add 'startup' and 'fallback' media files to your stream.
- Set which locations can access your stream.
- View basic listener figures for your stream.

The Web Player can be configured to appear in a number of sizes and orientations to suit your website.

Cloud Radio Ultimate customers will also use the Broadcast.Radio portal to access the following features:

- Build your station website.
- Manage your Mobile App content.
- Manage your Alexa skill.

## Audio Equipment

We strongly recommend you use a good quality headset for both Voice Tracking and Remote Live Shows. Make sure your headset is set as your default device for playback and record (although you can set a specific device in the Anywhere settings if preferred).

If you would prefer to use a mixing console then you need to configure your console such that you can hear playback from Myriad Anywhere but the only thing that is recorded is your microphone input (as this will be used for recording Voice Tracks or for live microphone in remote live shows).

## Web Portal - Myriad Anywhere

Myriad Anywhere is the tool that you and your station contributors will use for most everyday tasks for your Cloud Radio station. The tools available via Myriad Anywhere are outlined in the previous section.

To access your Myriad Anywhere portal follow these steps:

1. As part of your welcome email, you will have been assigned a unique Myriad Anywhere portal address (URL) that will be something like:

   https://*yourstationname.myriadanywhere.com*
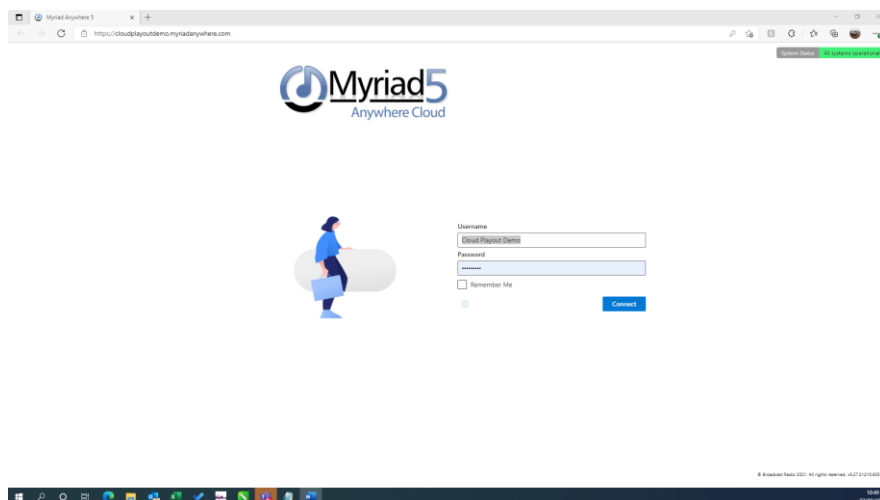


2. Using Edge, Chrome or Firefox (not Safari), type in your Myriad Anywhere portal address (or click on the link).

3. Login using the **Username & Password**. You will be invited to set a password the first time you access the portal.

4. This will open the Myriad Anywhere Launchpad. This provides access to the different modules available within Myriad Anywhere
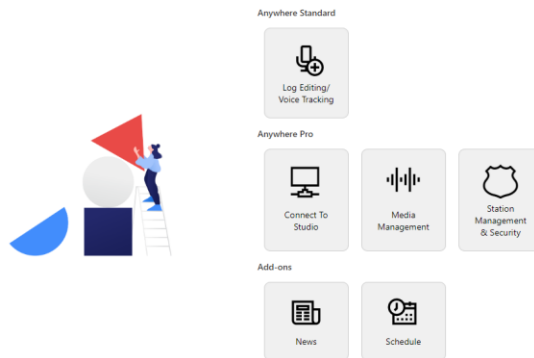
The options on the Launchpad are:

- **Log Editing / Voice Tracking** – Allows you to view content, edit the Log and record Voice Tracks.
- **Connect To Studio** – This allows you to take live control of the station for remote shows.
- **Media Management** – Upload single or multiple audio files as Songs, Links or Adverts and manage your content.
- **Station Management & Security** – Manage Users and assign Users to Security Groups.
- **News** – Create news stories and bulletins for recording and uploading.
- **Schedule** – Create and edit Clocks and Rules to manage your station Schedule.

Please note that only certain modules are included with each level of Cloud Radio.

- o **Cloud Radio Standard** includes Log Editing, Media Management & Station Management / Security modules/
- o **Cloud Radio Pro & Ultimate** includes everything in standard plus the Connect To Studio module.
- o The News module is available as an add-on option to all Cloud Radio packages.
- o The Schedule module is available as an add-on option to all Cloud Radio packages.

The next section will guide you through the a few of the basic options within Myriad Anywhere but there is also full documentation and tutorial videos available on our website and help portals.

Myriad 5 Playout Training Course (broadcastradio.com)

Self Help Articles and FAQs (broadcastradio.com)

## Recording A Remote Voice Track

1. Login to Myriad Anywhere using the steps in the previous section.
2. Click on the **Log Editing & Voice Tracking** button.



3. Select the correct **Station** from the list of available Stations.
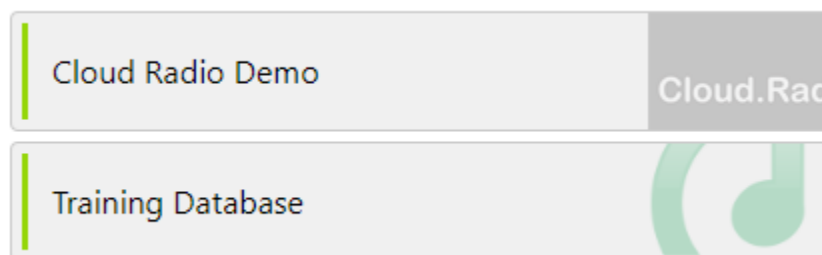


4. Click on the **GoTo** button on the **Log Panel**.
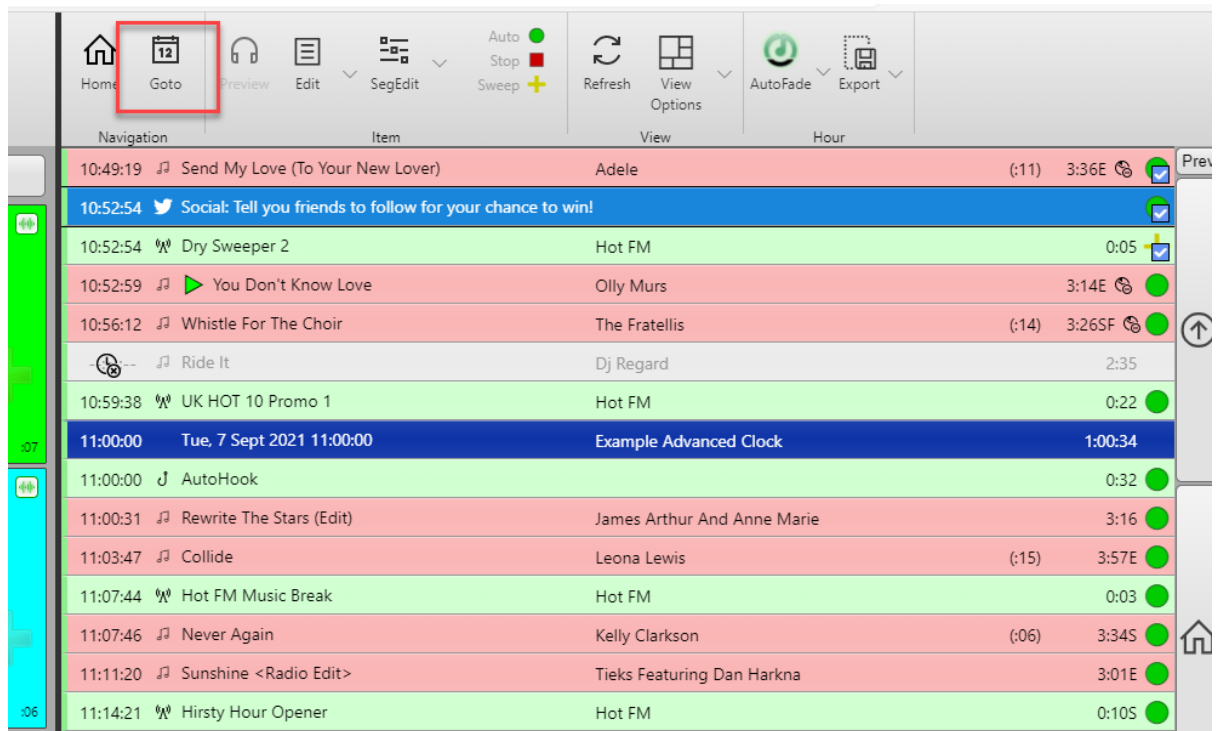
5. Select the **Date and Time** for the show you wish to Voice Track.
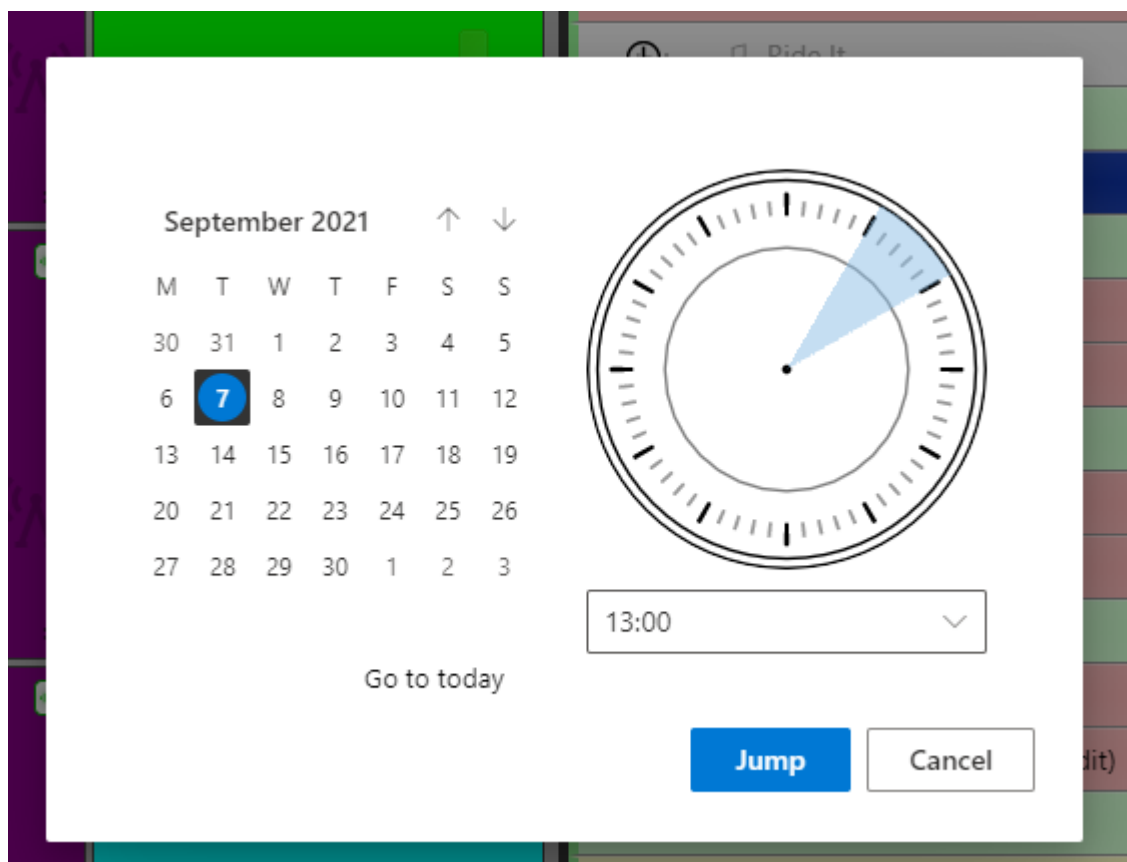
6.  Select the **Log Item** that you want to be playing at the end of your Voice Track.
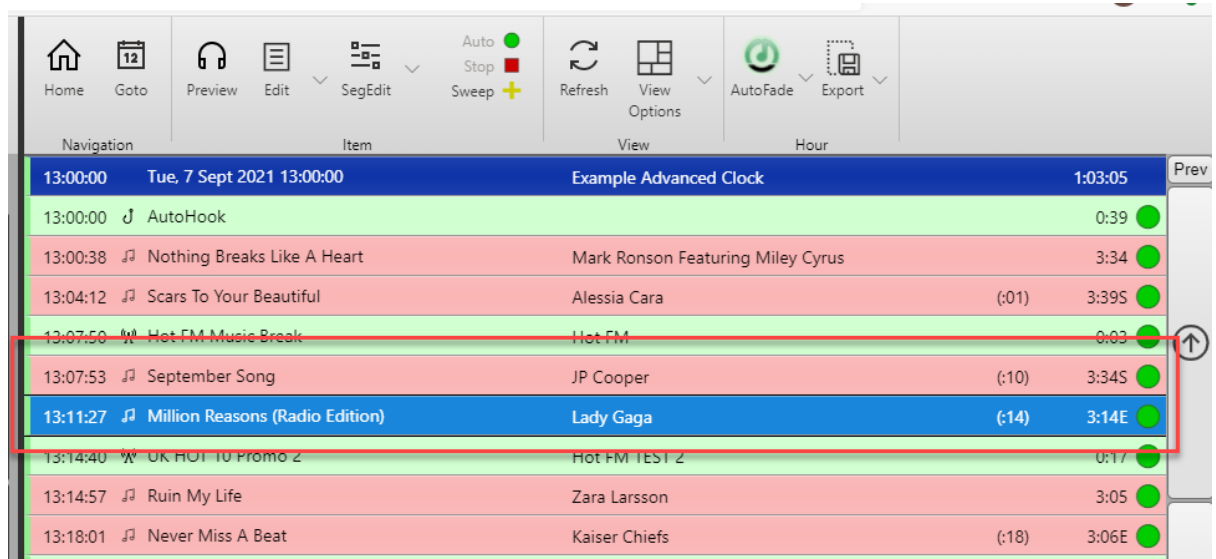


7.  Click on the **Segue Editor** button. This will open the **Segue Editor.**



If the system has not previously downloaded the 'preview quality' versions of the tracks, the Segue Editor will look like the image above. In this case, when you start Voice Tracking the system will automatically download 'preview quality' versions of the end of the previous track and the beginning of the next track so that you can hear them as you record your Voice Track.

If you have previously downloaded the 'preview' versions of these tracks, the system will use the downloaded versions unless they have changed at the Station end. In that case the waveforms will be displayed.
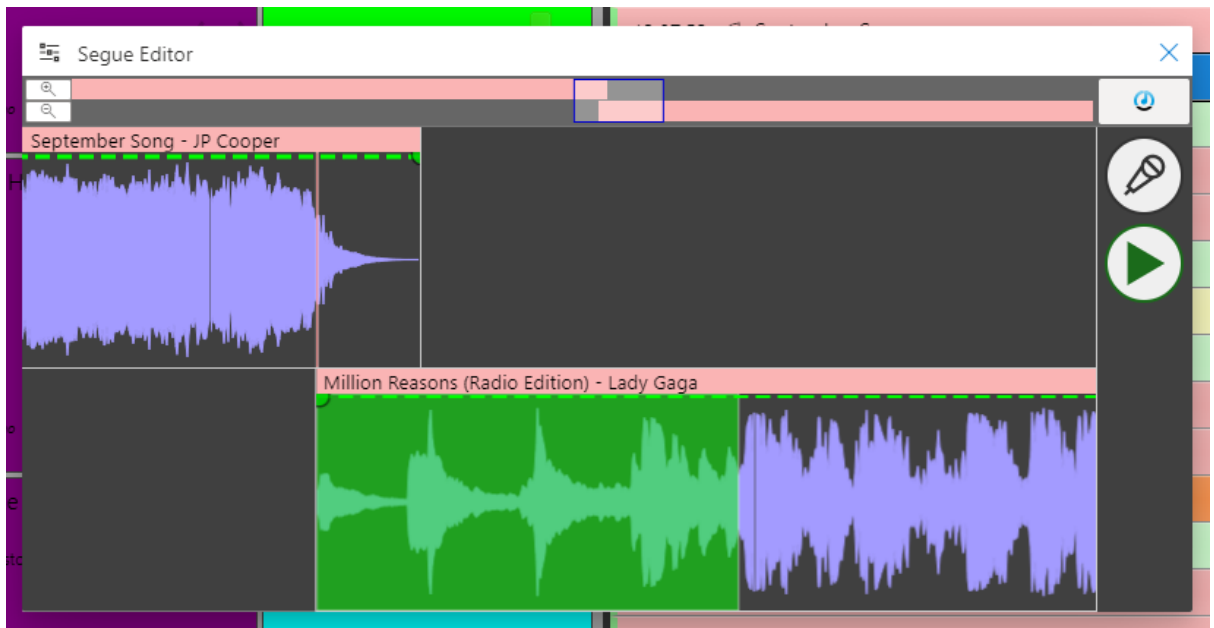
8. In either case, to start Voice Tracking, click on the **Voice Track Step** button.
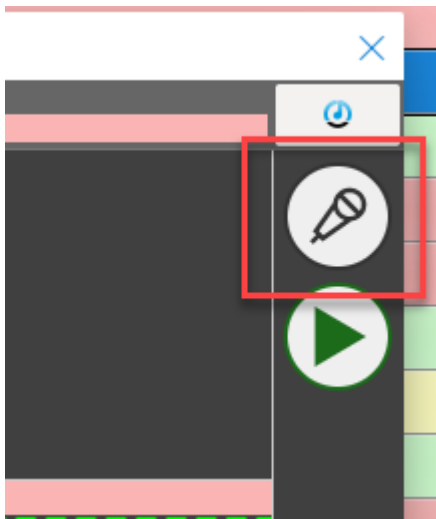


This button's function will actually change as you step through the Voice Tracking procedure.

9. If the system needs to download the audio it will do so (you will see progress bars in the righthand panel) and start playing the end of the first item in the sequence as soon as the downloads are finished. If there is no need to download any audio, playback will start immediately.

*N.B. The first time you use Myriad Anywhere on a device, you will be asked to allow access to the microphone. You must allow this otherwise you will not be able to use Myriad Anywhere.*
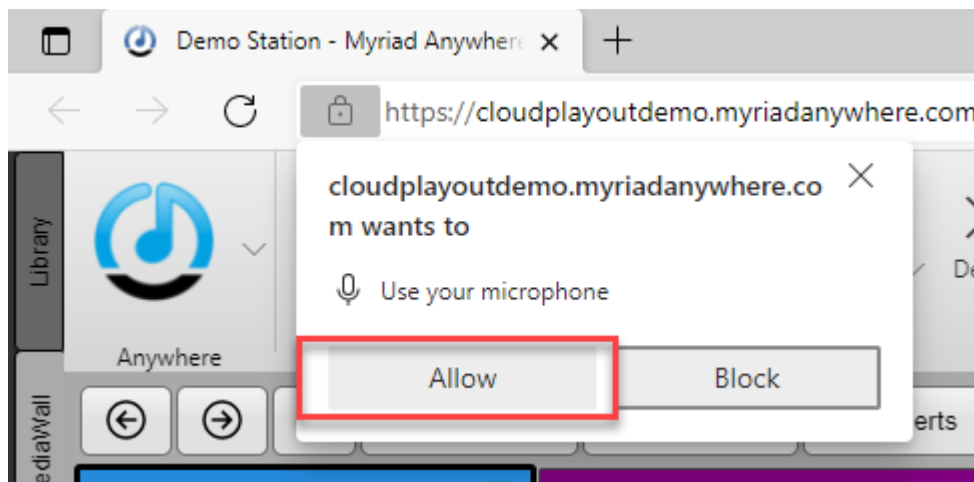
10. Once all audio is downloaded (and you have allowed access to the microphone), the end of the first item in the sequence will start to play and you will hear it in your headphones.
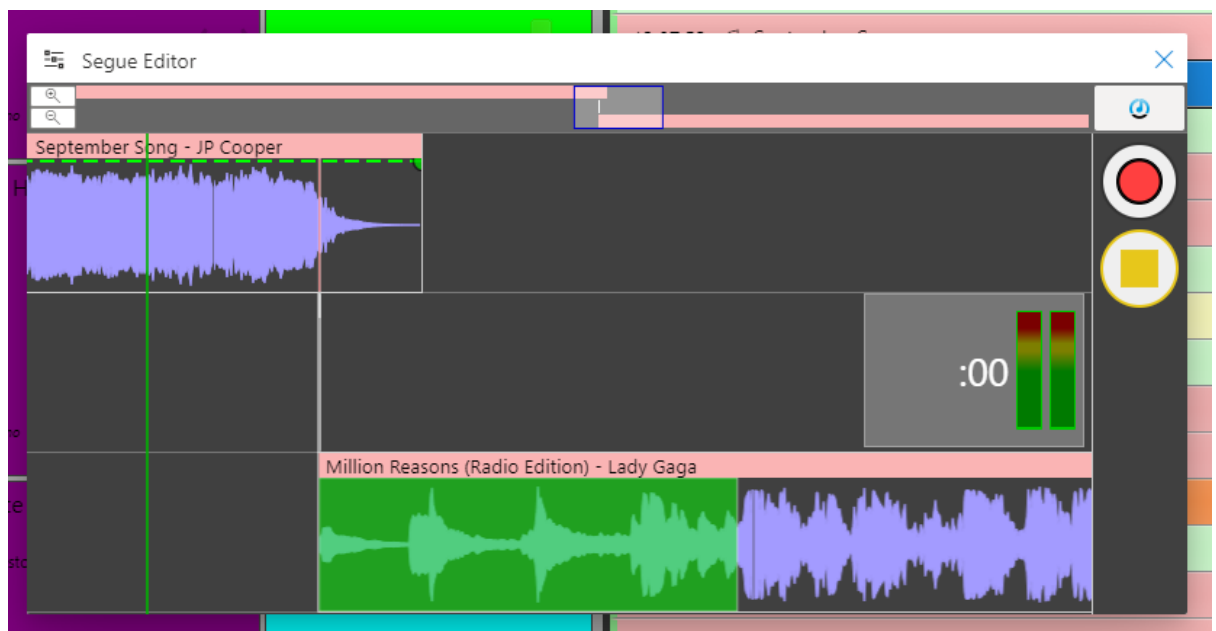


11. When you are ready to start recording either speak into your microphone (by default Anywhere will start recording as soon as there is 'level' on the selected microphone) or you can also click on the **Voice Track Step** button that will be displaying a 'record' icon. You can also simply press the <Spacebar> on your keyboard if preferred.
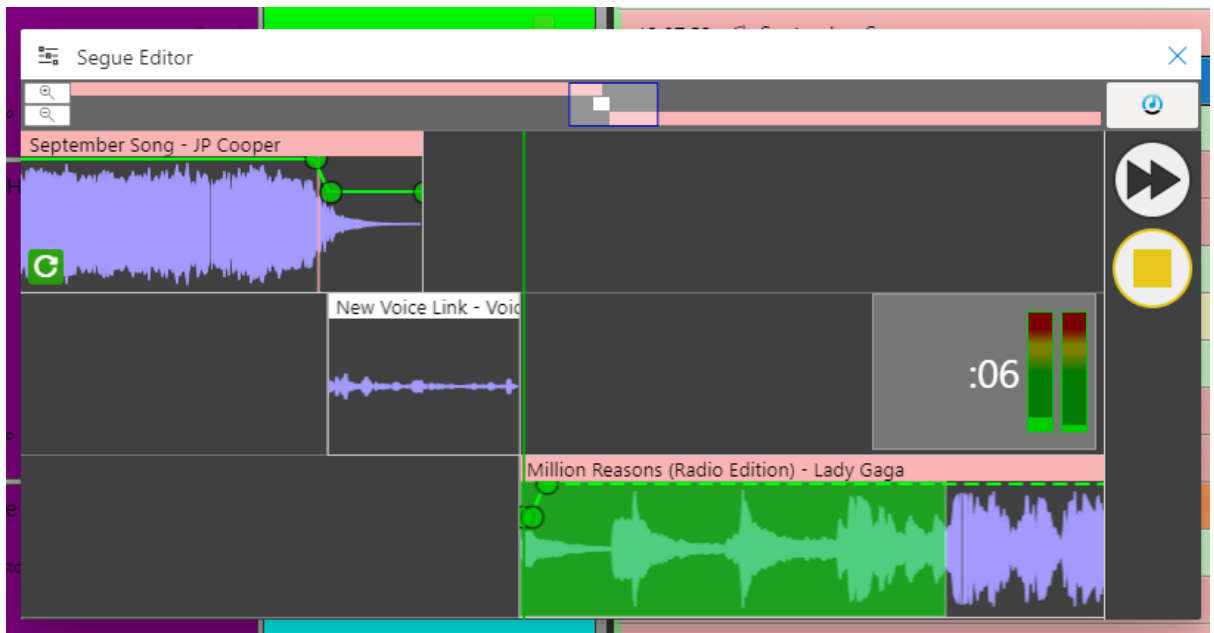
12. When you are ready to start the next Log Item in the sequence, either click on the **Voice Track Step** button (now a >> icon) or press the <Spacebar> on your keyboard.
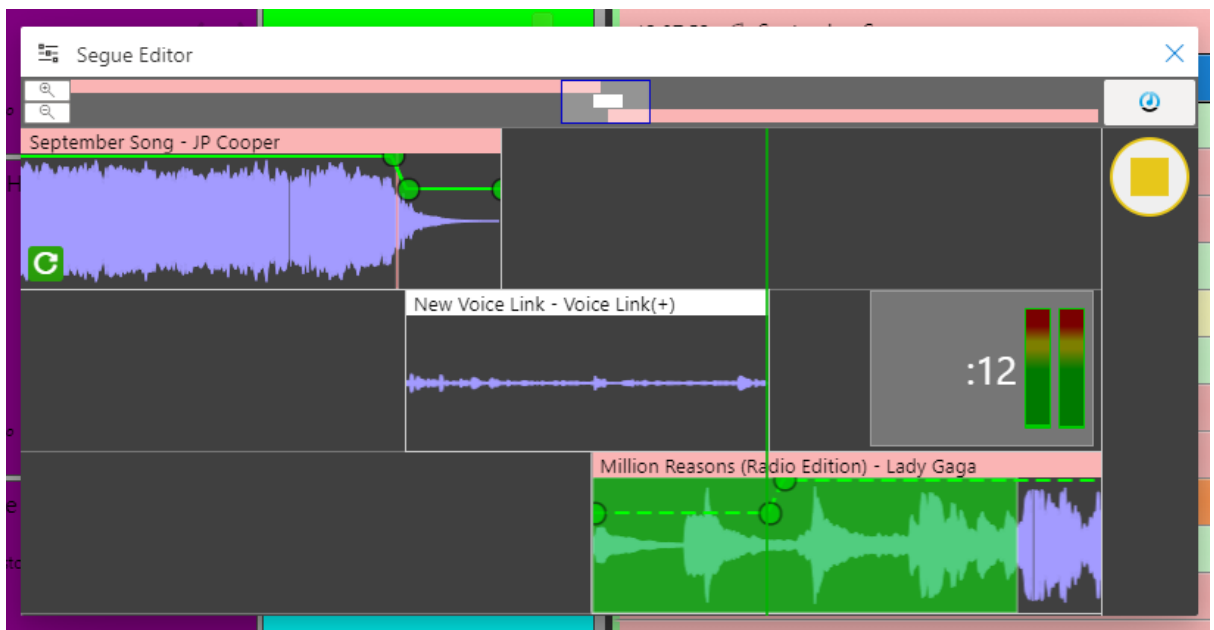


As you will see, the next item will start playing but the recording will continue so that you can continue to talk over the intro of the next item.

13. When you want to stop recording, click on the **Voice Track Step** button (now a Stop icon) or press the <Spacebar> on your keyboard.

14. You can then choose whether to **Save** your Voice Track or **Abandon** it.
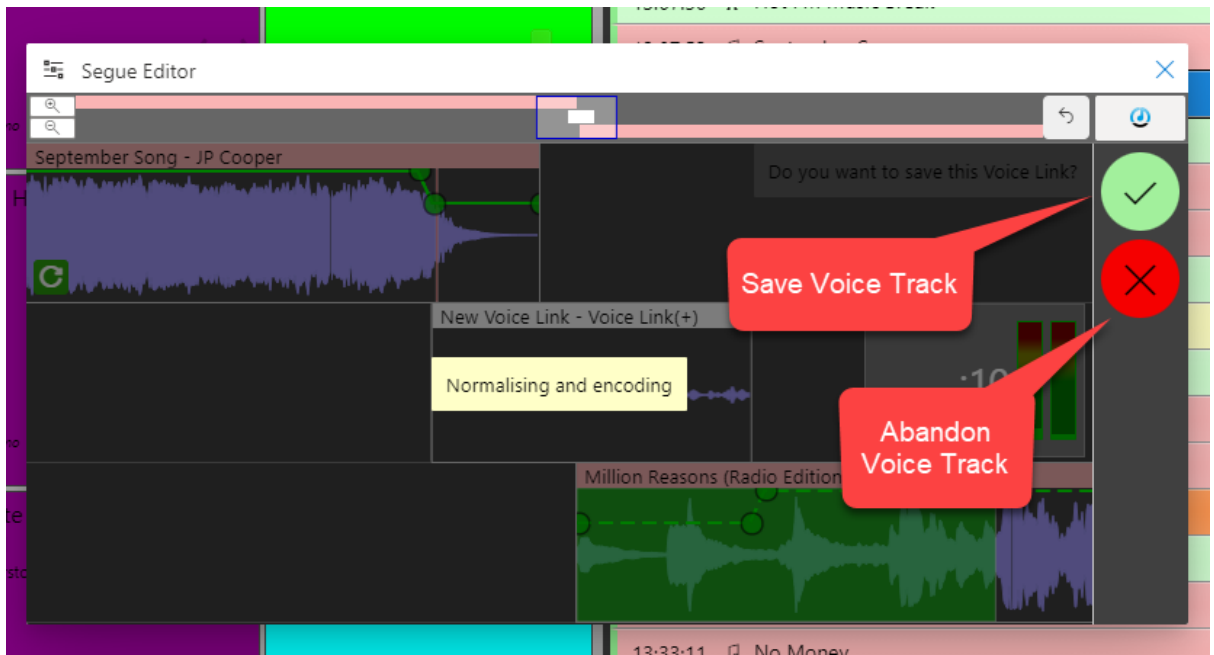
15. Once you click on Save, the Voice Track will be normalised (using the Station pre-sets) and uploaded. Once that is confirmed, the finished segue is displayed.
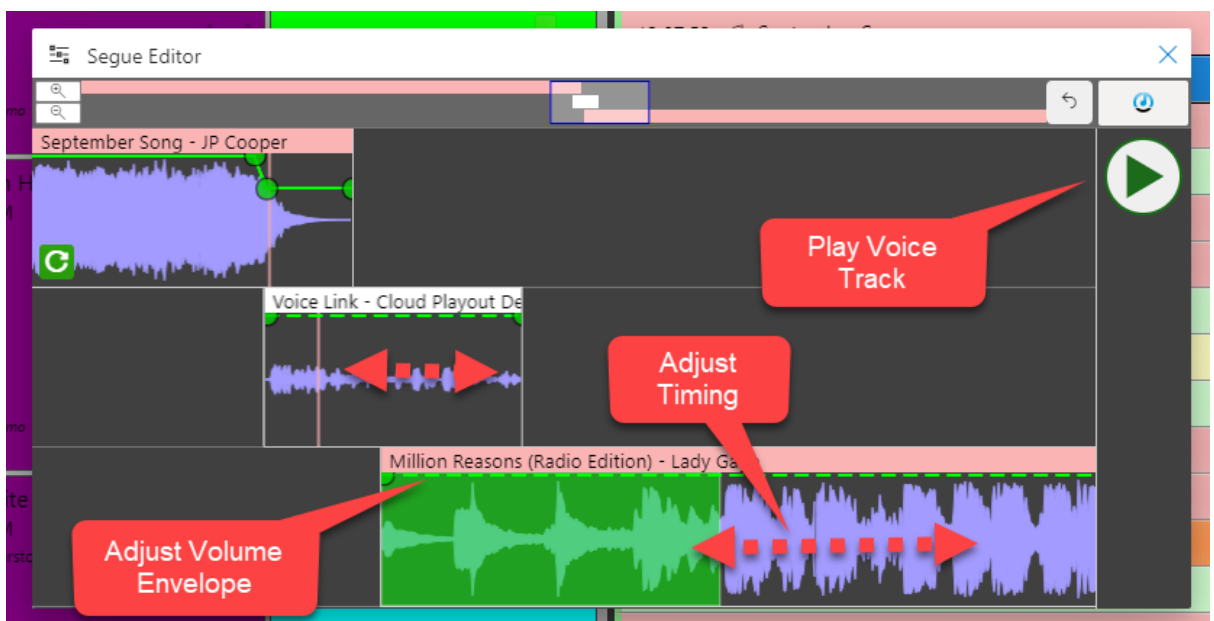


16. You can now review the Voice Track using the **Play** button or you can adjust the timing by dragging items left or right. You can even adjust the volume envelope by clicking on the **Volume Envelope** and adding points.

17. You ahev just added your first Voice Track via Myriad Anywhere, you can now move down the Log to create more Voice Tracks.

For more detail about using Myriad Anywhere watch: https://youtu.be/6J0mSmkSq6M

## Present A Live Show Using Myriad Anywhere Pro or Ultimate

Follow these steps to present a 'live' show on your Cloud Radio system.

1. Login to Myriad Anywhere using the steps in the first section.

2. Click on the **Connect To Studio** button on the Launchpad.
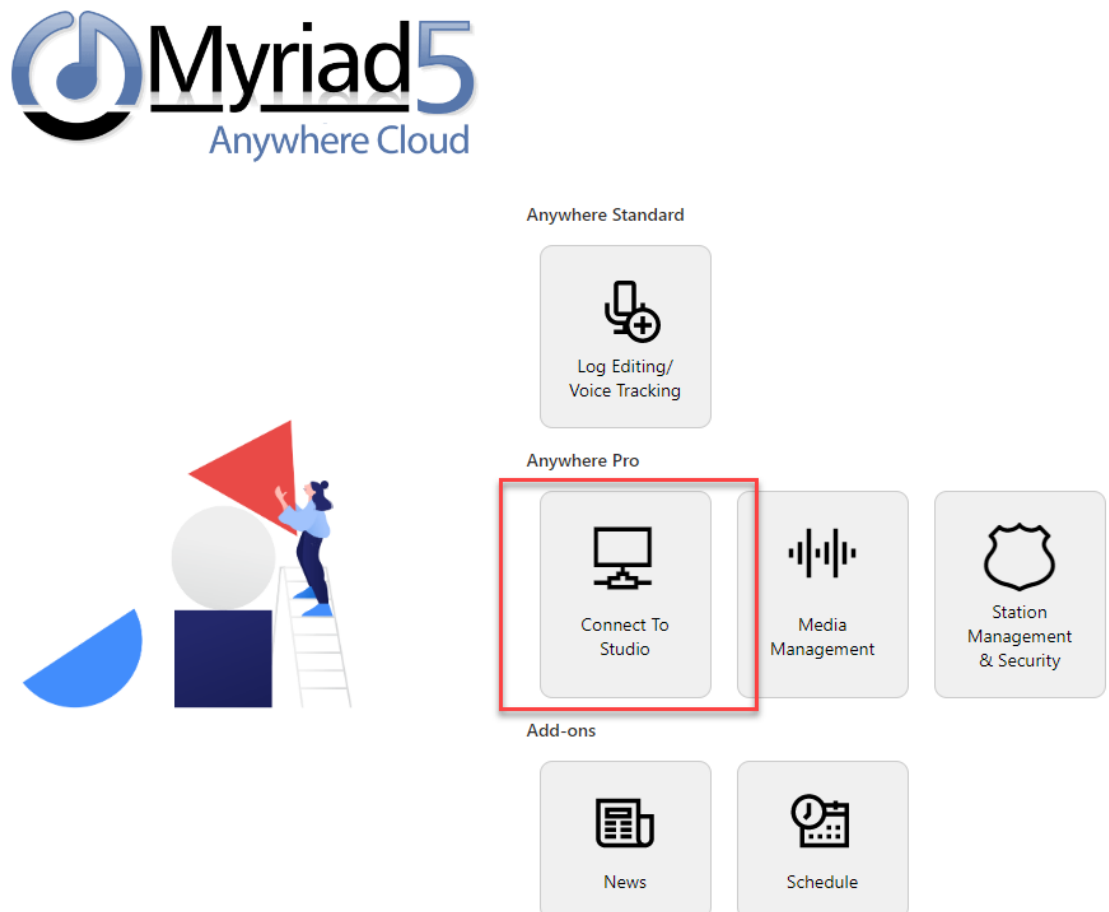


3. Select a **Station** from the list of available Stations.
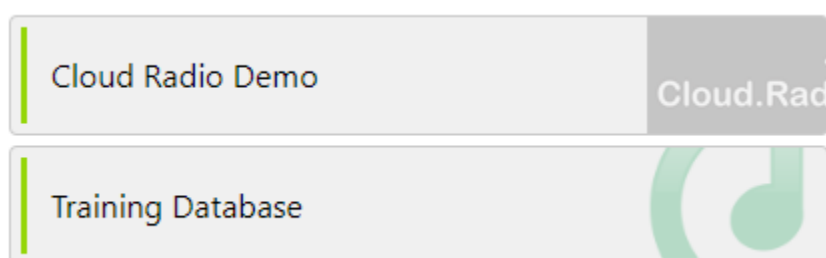
4. Make sure you have a headset which is set to your default recording and playback device. You can also use separate microphone and headphones if you prefer.

5. Click on the **Connect to studio** button.
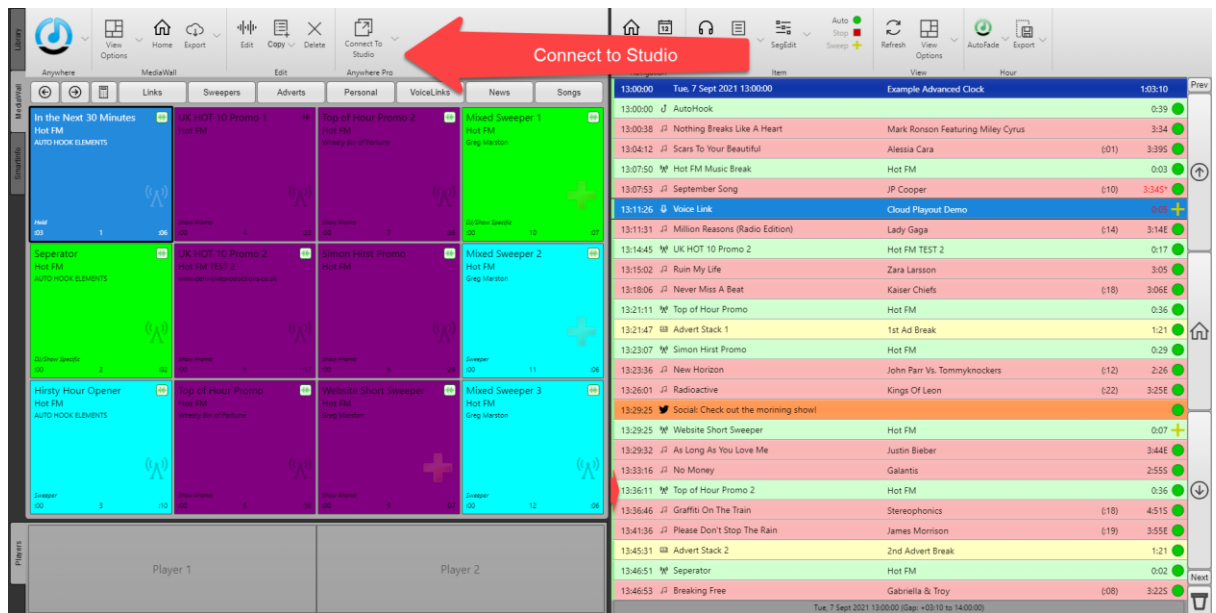


This will drop down a list of all available 'workstations' that have been enabled for remote control via Anywhere.
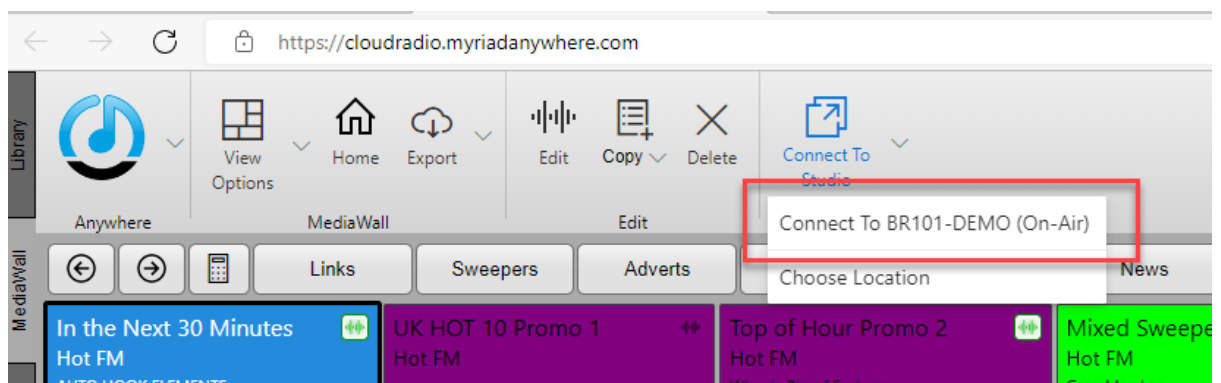


6. This will switch to live control of the 'on air' station.
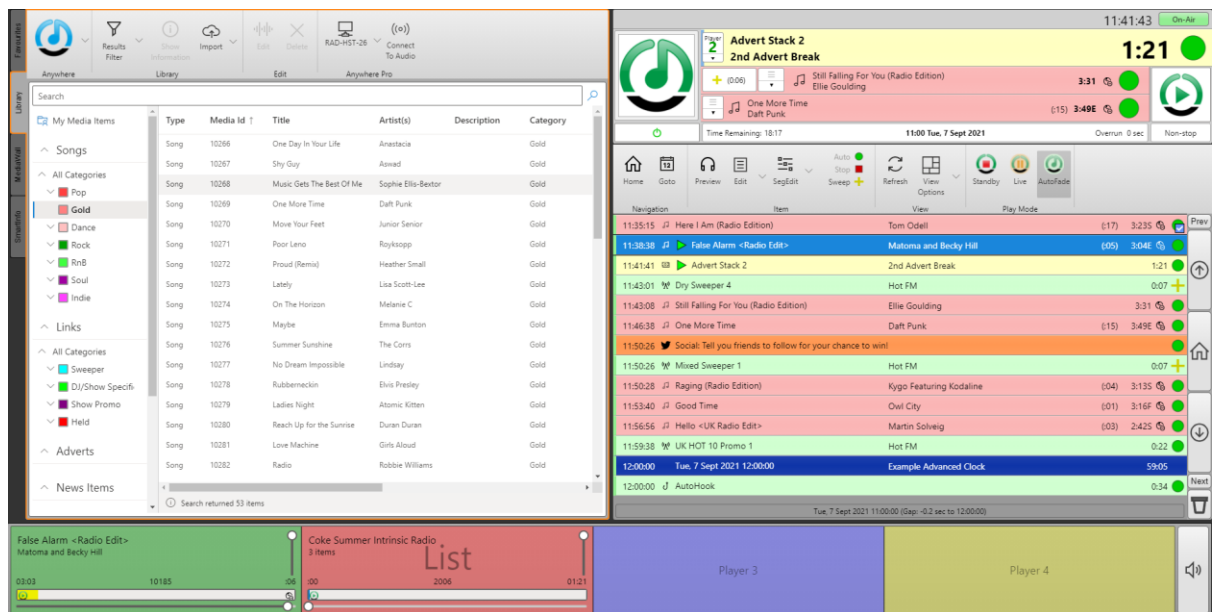
**Caution** – You now have live, real-time control of the radio station. If you stop playback, it stops 'on air'!

7. Next, click on the '**Connect To Audio´** button.
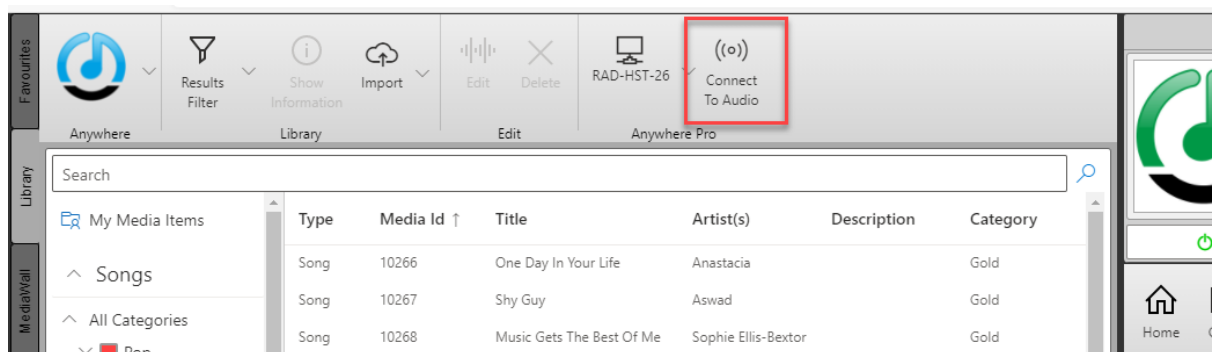


8. You will be asked to select an Input Device (set this to your microphone) and Output Device (set this to your headphones). In most cases the defaults will be correct.

You will also be asked to '**Allow Access To Your Microphone**´ the first time you connect. Click on Allow, to allow Myriad Anywhere to access your microphone.
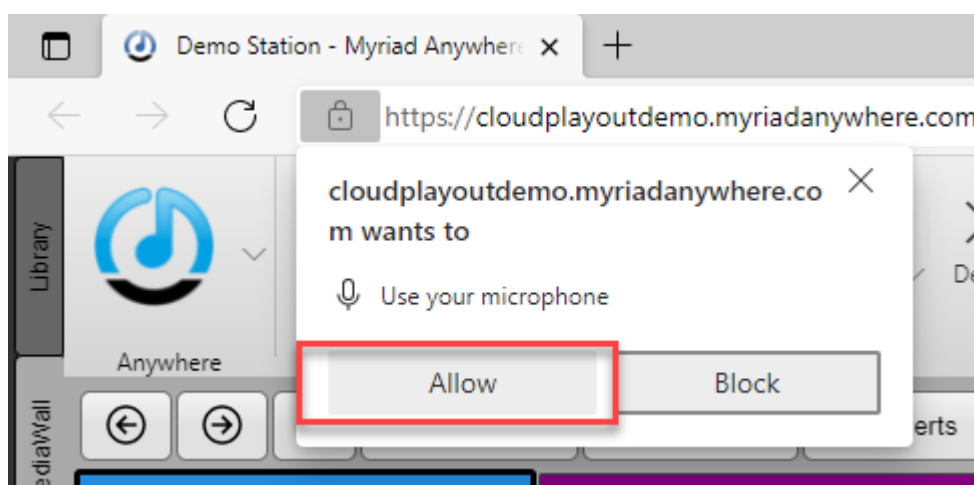
A new floating window will open, this is the **BR Live Audio Panel** to begin click on the **Start** button in the centre of the Panel.
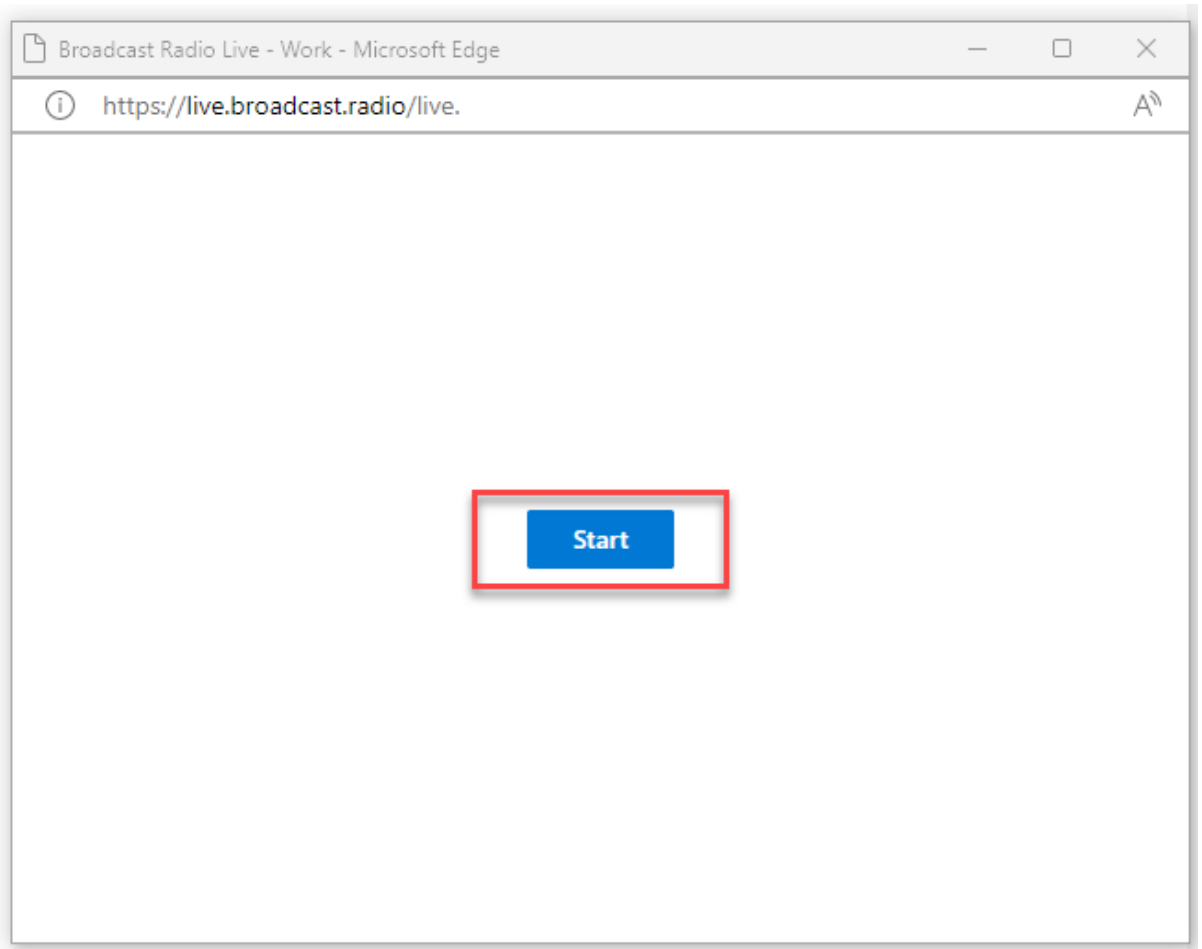


9. You will now be able to hear your station output through your headphones.
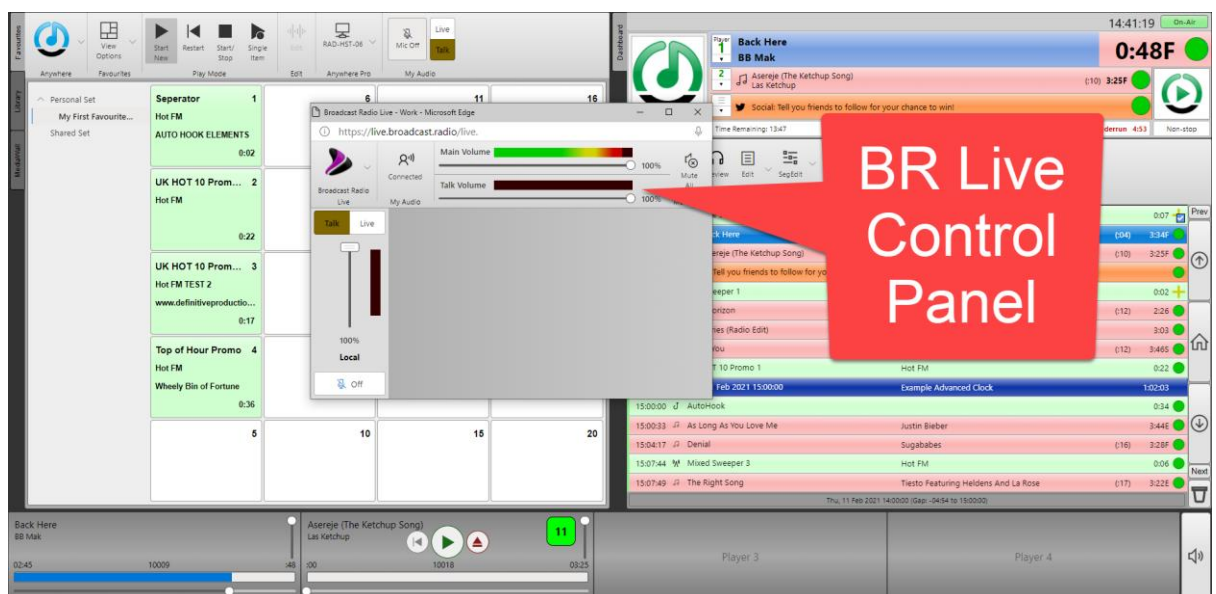
10. Switch to **Live** mode on the Log. It needs to be in Live mode so that you can set 'Stop' chains on Log Items to allow you to talk between them!



11. Click on Green Circle on the currently playing item in the Dashboard, this will tell Myriad Playout to pause at the end of the current item.
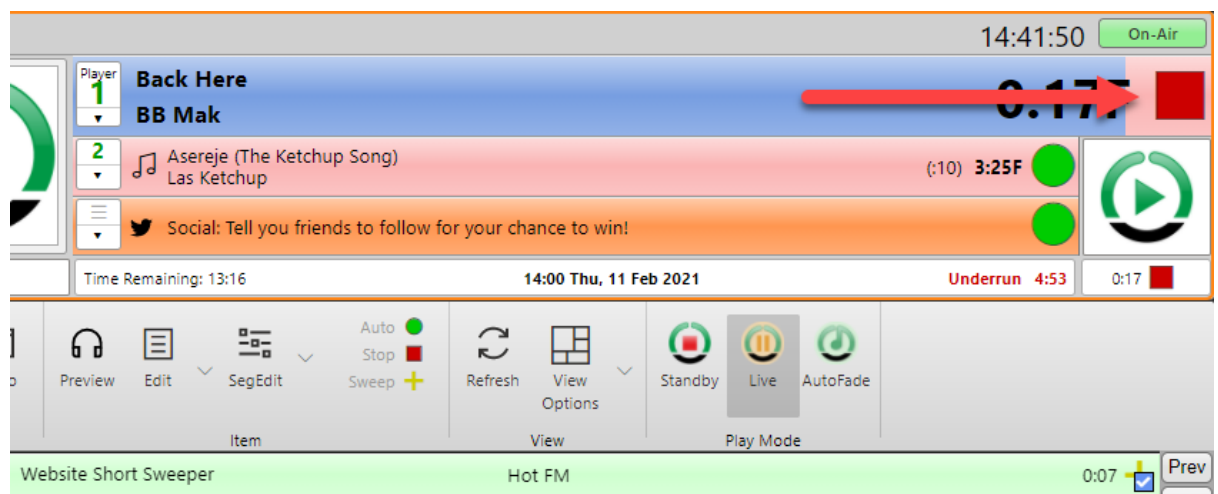


12. Now click on the **Live** button on the My Audio section to select the Live channel. This will select the 'Live' channel which means your voice till be broadcast. If you select the 'Talk' channel then your voice will be heard by other presenters but not 'on air'.

    Wait for the song to end - you can drag in the Media Players if you get bored waiting (but don't do that on a live station!).
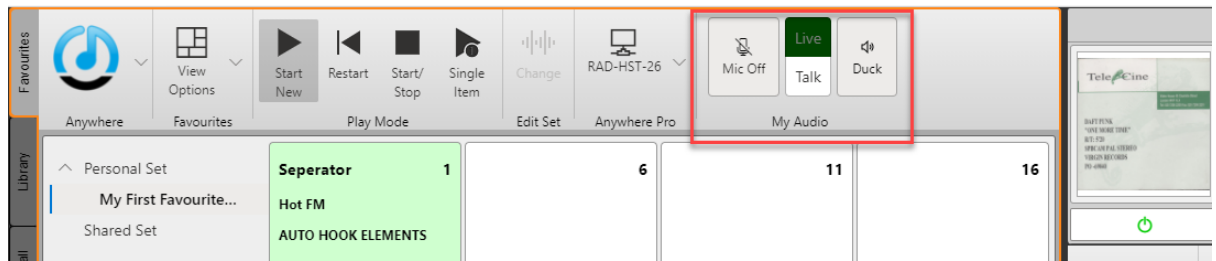
13. When the Song finishes, click on the Mic Off/On button and talk into your microphone.
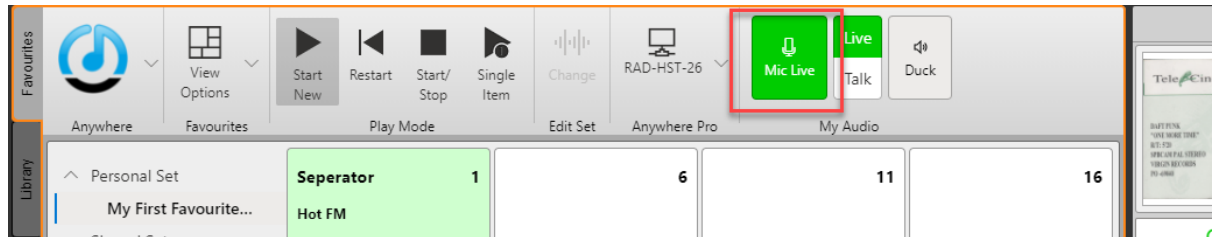


You have just done your first live link on Cloud Radio!

14. Remember to toggle your **Mic Off** at the end of your link!

15. You can trigger the next item in the Log by pressing the **Go** button on the **Dashboard**.
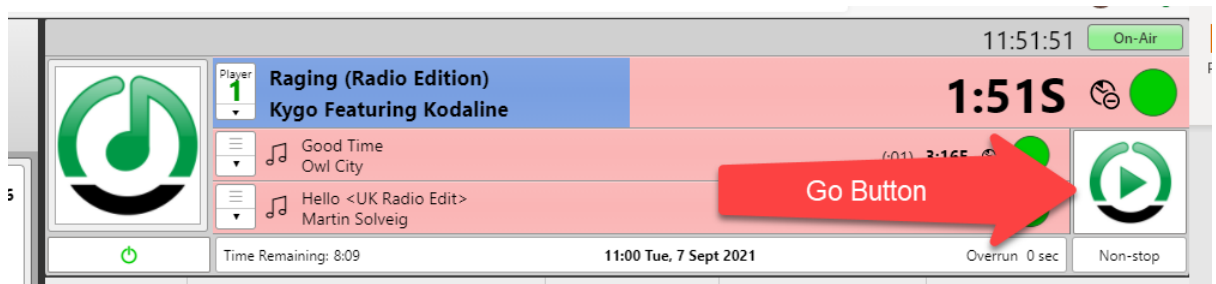


*Tip – The **Duck** button in My Audio will duck the volume on all Media Players so you can speak over playing items. You can also use a compatible MIDI controller to control the Player and Microphone volumes using a fader on the MIDI controller.*

16. You can also use the **Favourites** to trigger jingles or drag items from the **Media Wall** into the **Log.**

17. You can now explore using the Anywhere Pro features to edit the Log, trigger Favourites and manage your content, as well as presenting live shows.

For more details on this process watch - https://youtu.be/CNKmLHMUCOA

## Uploading Your Content

You can also add your own content to your Cloud Radio system. To upload an audio file to the system follow these steps:

*N.B. This process is for uploading a single media file. When setting up you can also use the **Import Wizard** to mass import content to the Media Wall.*

1. Login to Myriad Anywhere using the steps in the first section.

2. Switch to the **Media Wall** tab.
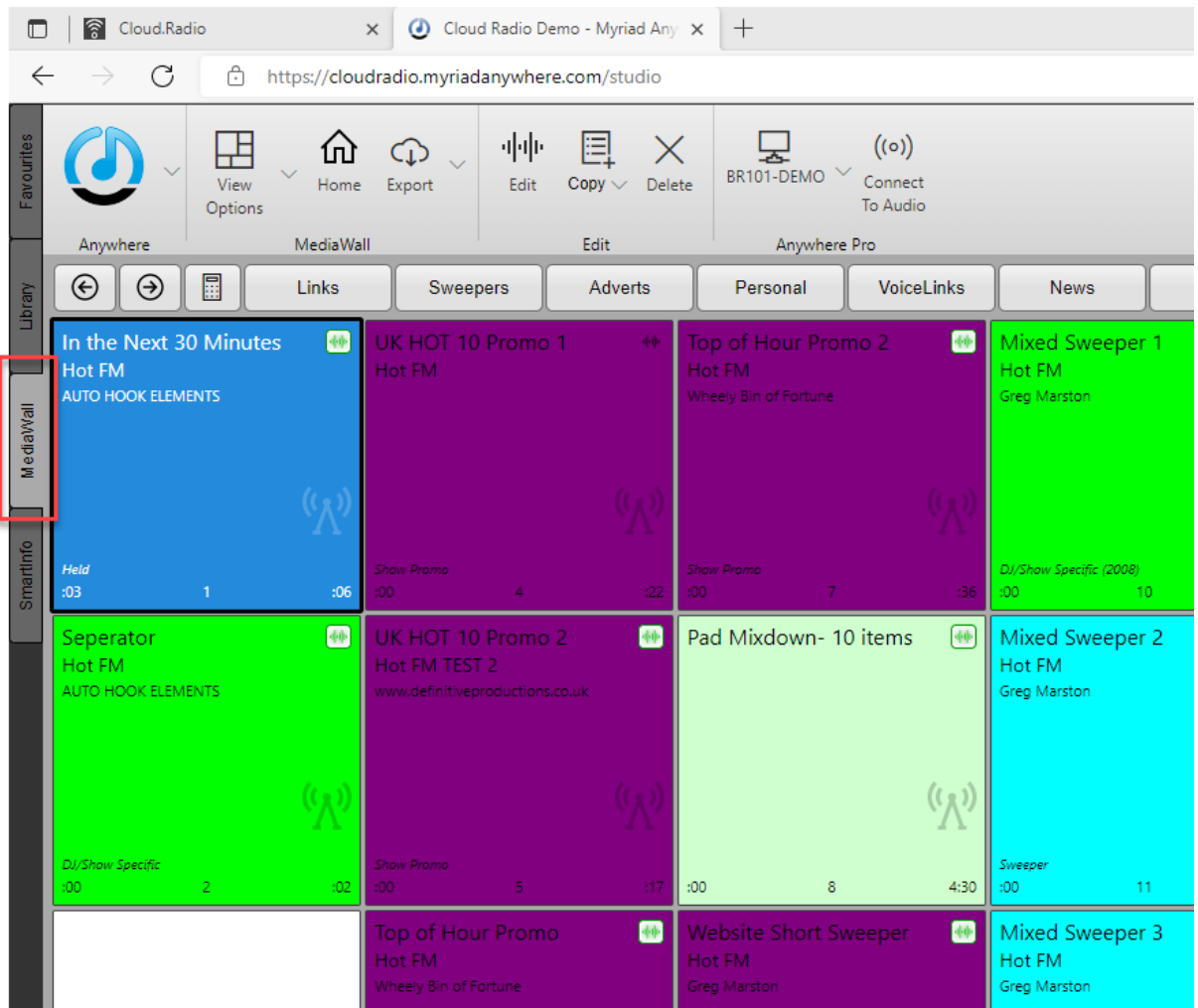
3. You can use the **Jump** buttons to quickly navigate to different content on the Media Wall.
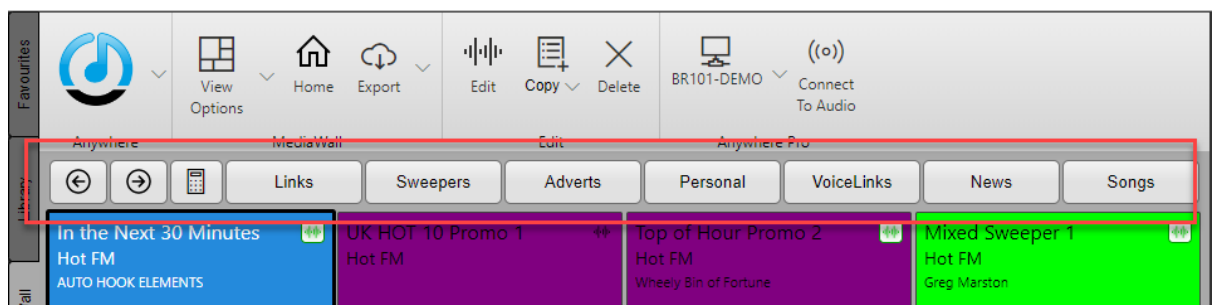


This will allow you to add content to an area on the Media Wall with similar content. Let's say you want to add a new Song. Click on the Song's jump button will take you to the area of the Media Wall reserved for Songs.

4. The Media Wall provides a visual representation of all the Media Content on the system and is divided into 'ranges' where similar content is stored. In this example we are looking at the area of the Media Wall than contains Songs. You can scroll along the Media Wall to view the available Songs (you can also use the Library tab if you would prefer to see a list grouped by Category).
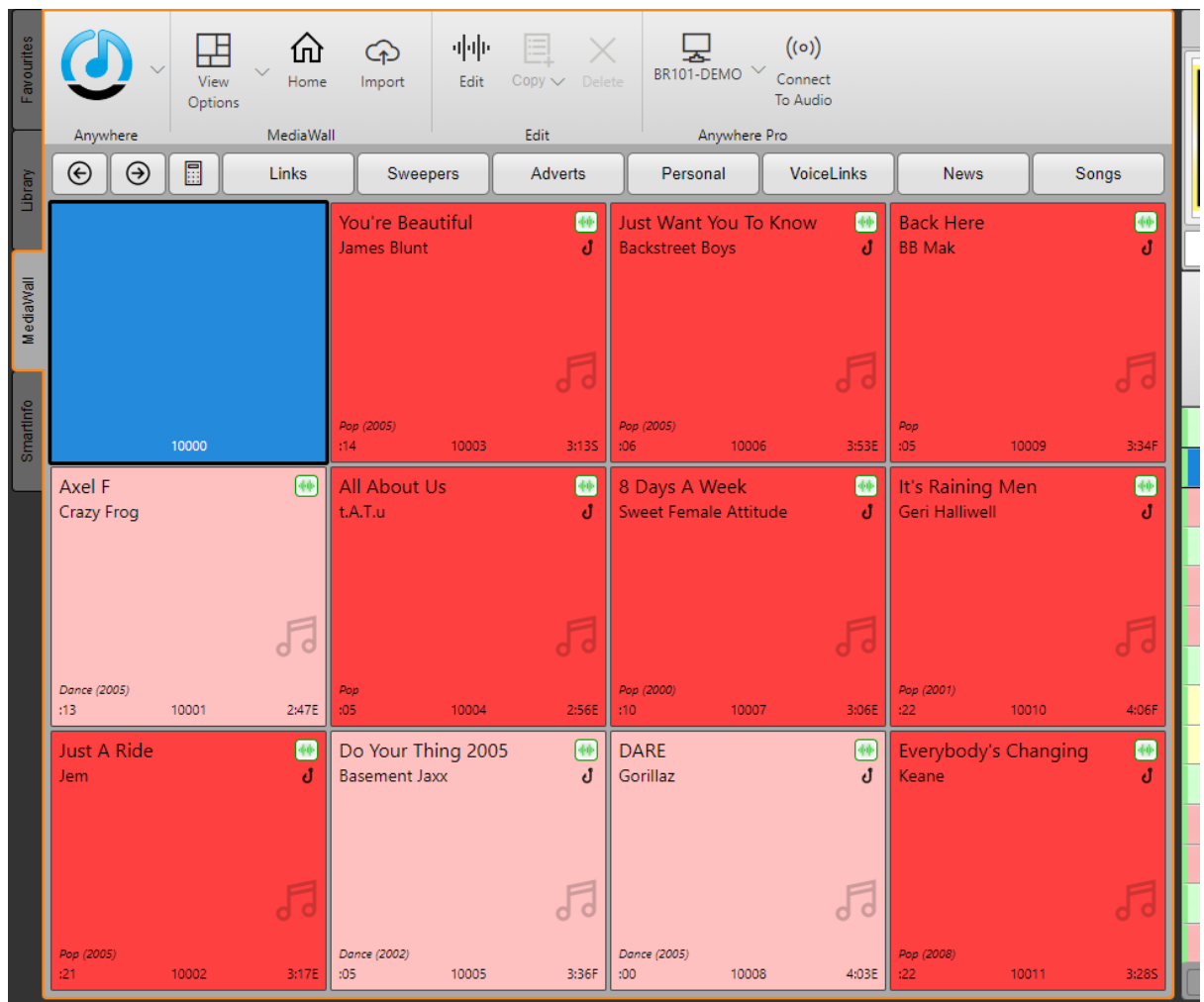
You can drag these Media Items directly into the Log if you wish.

5. In this example, we want to upload a new Song to the system. To do that we need to find an empty Media Item. In the screen shot above, Media Item 10000 is empty.

6.  Select this empty Media Item by clicking on it and then click on the **Import** button on the ribbon.
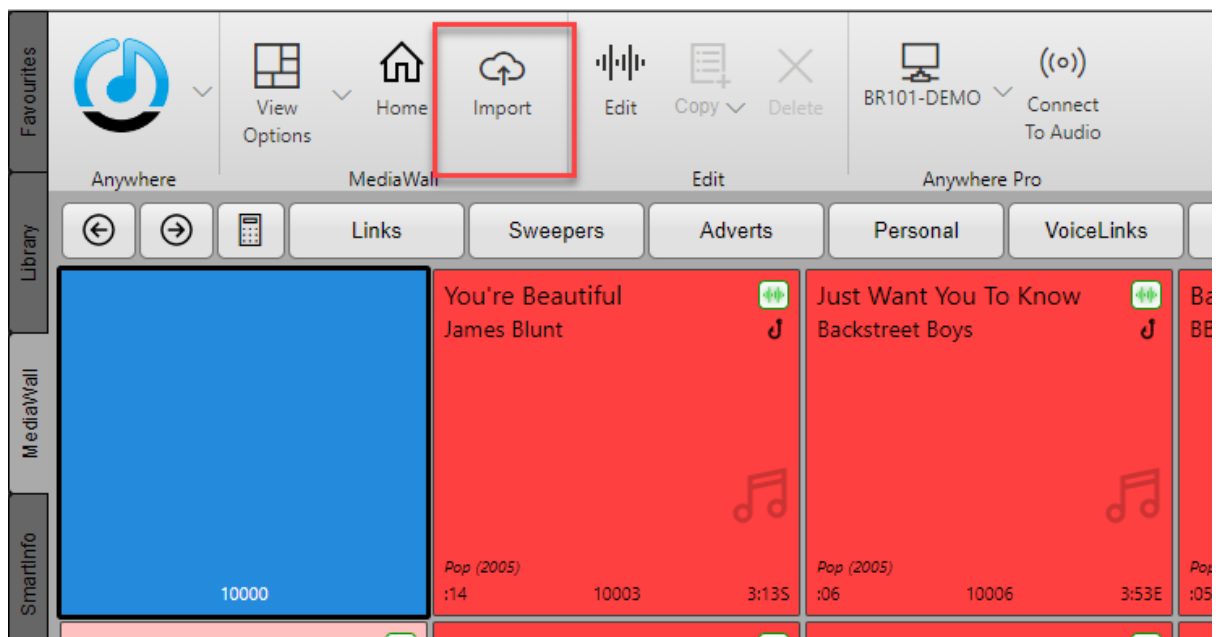


This will allow us to import a new media file into Media Item 10,000.

7.  Click on the **Browse** button and select the media file you want to upload.

8. Make sure the **Media Type** is set to **Song** (it will be by default as you are adding to the Song Range) and then choose a **Primary Category** from the drop down list.

If you are uploading a Link or an Advert, adjust the Media Type and Primary Category accordingly.

9. You can add additional Categorisation attributes if you wish. When you are happy, click on **Save & Import**.



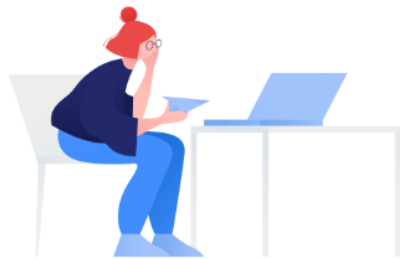10. After a few moments (depending on your internet connection speed), the file will be uploaded and added to the system.
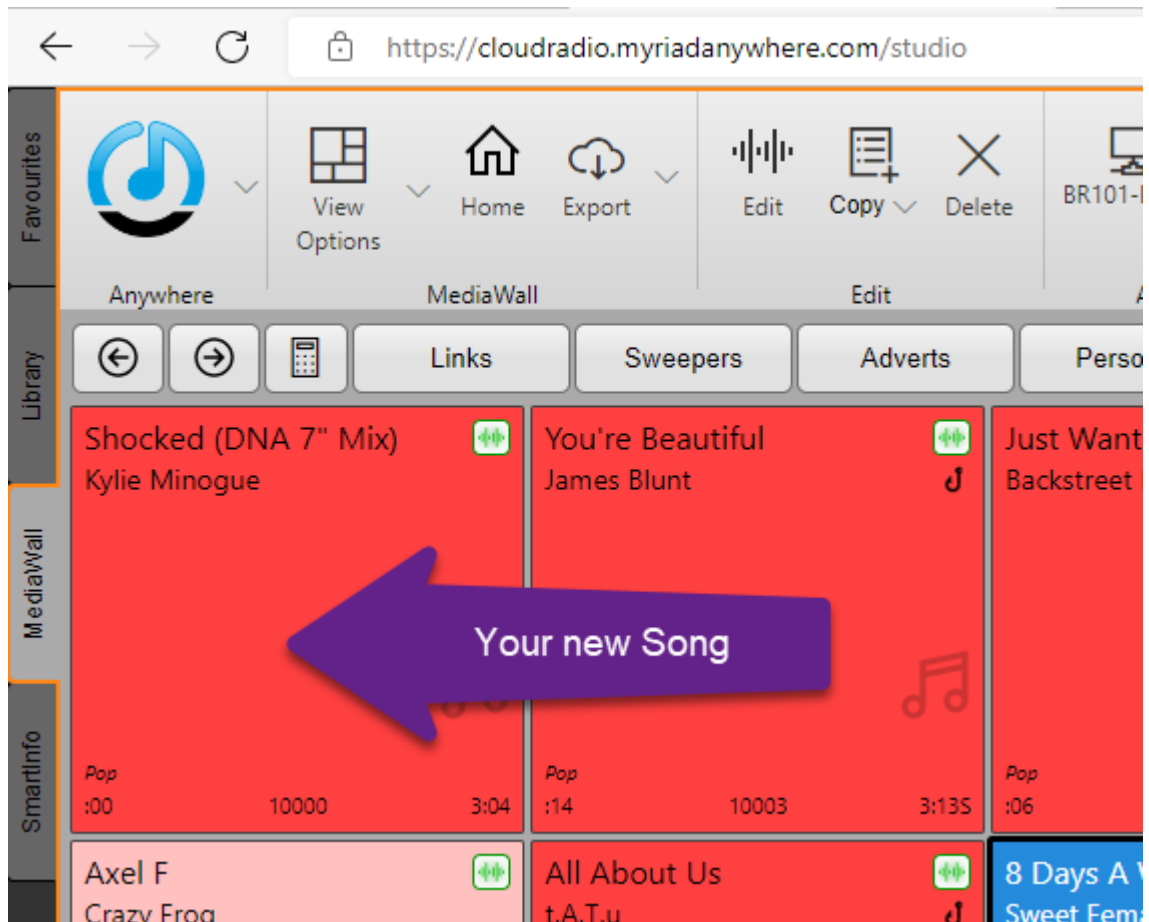
In practice, when you setup your Cloud Radio system, you will use the **Import Wizard** found in **Media Management** module to **mass import** content rather than upload them one at a time.
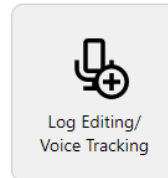
## Mass Uploading Content

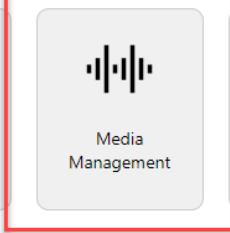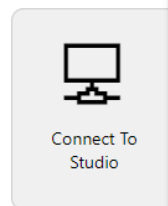To upload multiple audio files at once follow these steps:

1. Login to Myriad Anywhere.
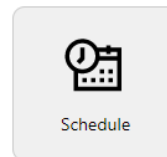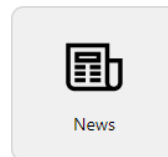2. Select the **Media Management** module on the Launchpad.

Anywhere Standard

Log Editing/
Voice Tracking

Anywhere Pro

Connect To
Studio

Media
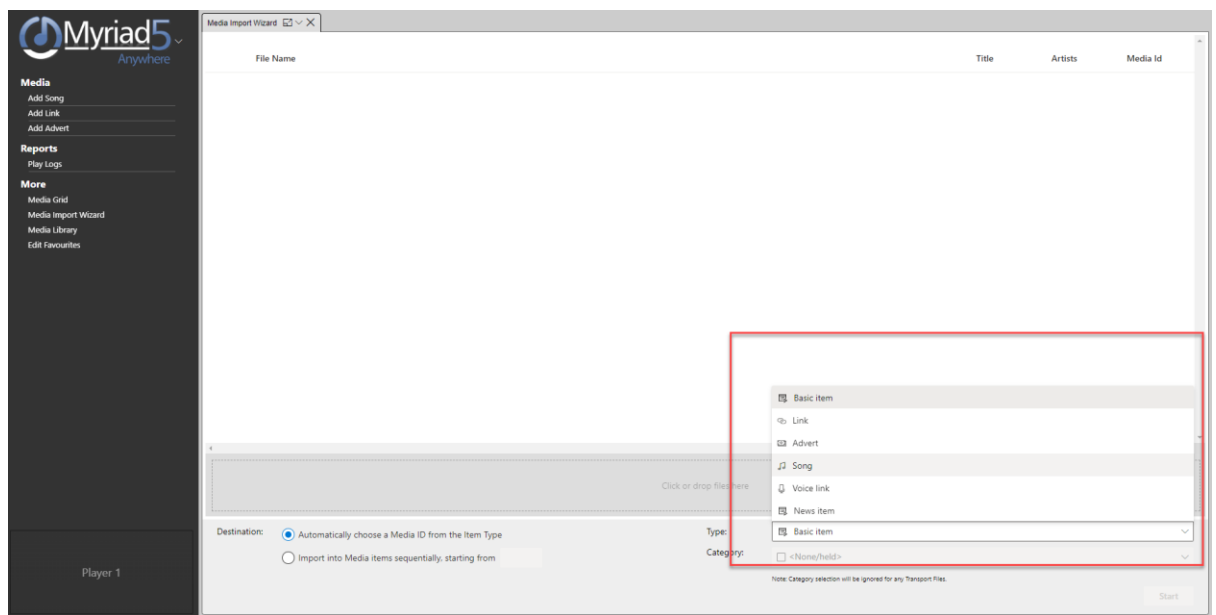Management

Station
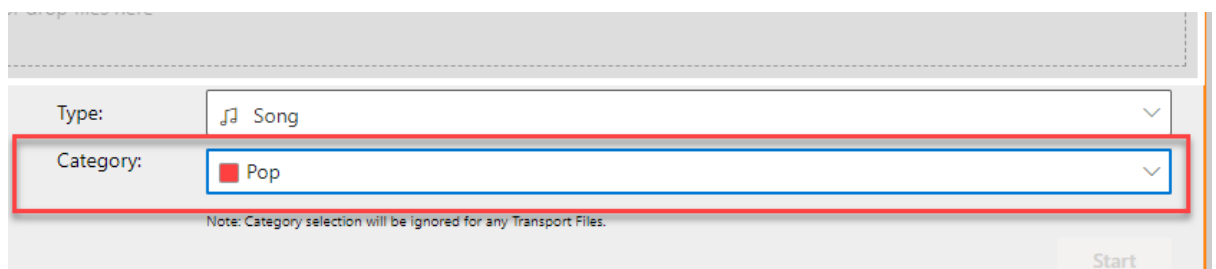Management
& Security

Add-ons

News

Schedule

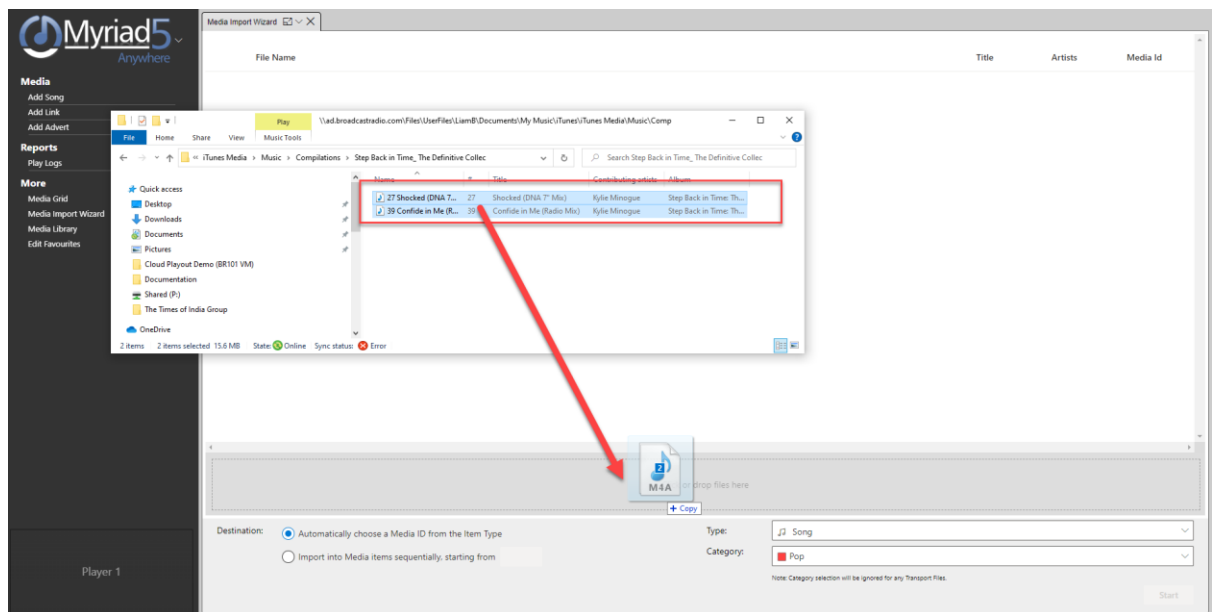3. Click on the **Import Wizard** option on the left.

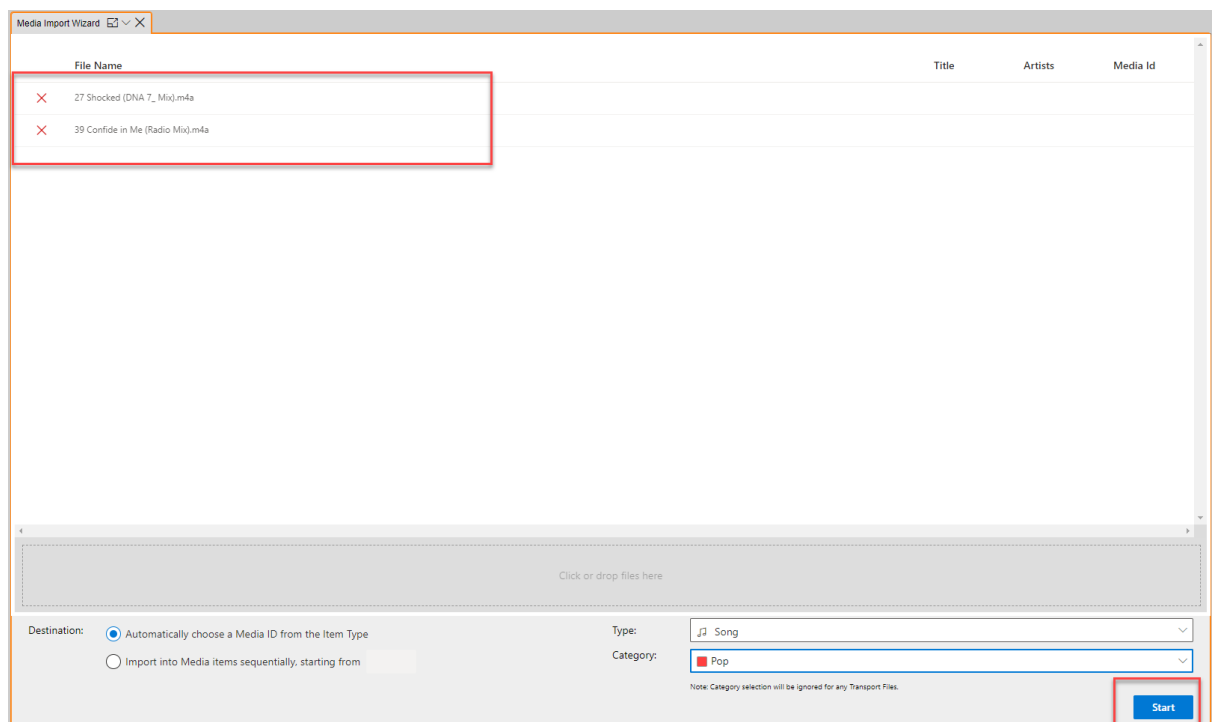4. Select the **Type** of content you want to upload using the drop-down list.



5. You can also set the **Category** if all the items you are adding need to be in the same Category.



6. Open **File Explorer** and select the files you want to import.

7. Drag them into the area marked **Click or drop files here** (you can also clock here to browse if you prefer).



8. The files to be imported will be listed in the main tab, when you are ready, click on **Start**.
9. The files will be uploaded and assigned to empty Media ID's in the range for the selected Type. The Title and Artist will be set from the metadata within the file and the files will **Normalised** and the **Extro** will be set automatically.



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Once the processed is finished, a green tick will confirm they have been successfully uploaded.

## Making Changes To Existing Media Items

In addition to uploading content, you can also edit the details for existing content using the Media Edit Window. This allows you to:

- Change Title, Artist & Description.
- Change Media Item Type, Ending Type & Sweeper Type.
- Change Primary & Secondary Category (as well as Types, Genders & Eras for Cloud Radio Pro & Ultimate customers).
- Add Tags to Media Items (used in Scheduling).
- View and edit key timing events (Intro, Extro, Hook).
- Add or edit Restrictions (hours or date ranges).
- Edit copyright details.
- Add or edit additional information like Album, Year of Release etc.
- Set or edit custom colours for the Media Item.

Please note that you cannot currently edit the audio for the item, you will need to edit audio in a local application (you can download) and the re-upload the media file.

To access the Edit Window, select the Media Item you want to edit on the **Media Wall** tab and then click on **Edit**.
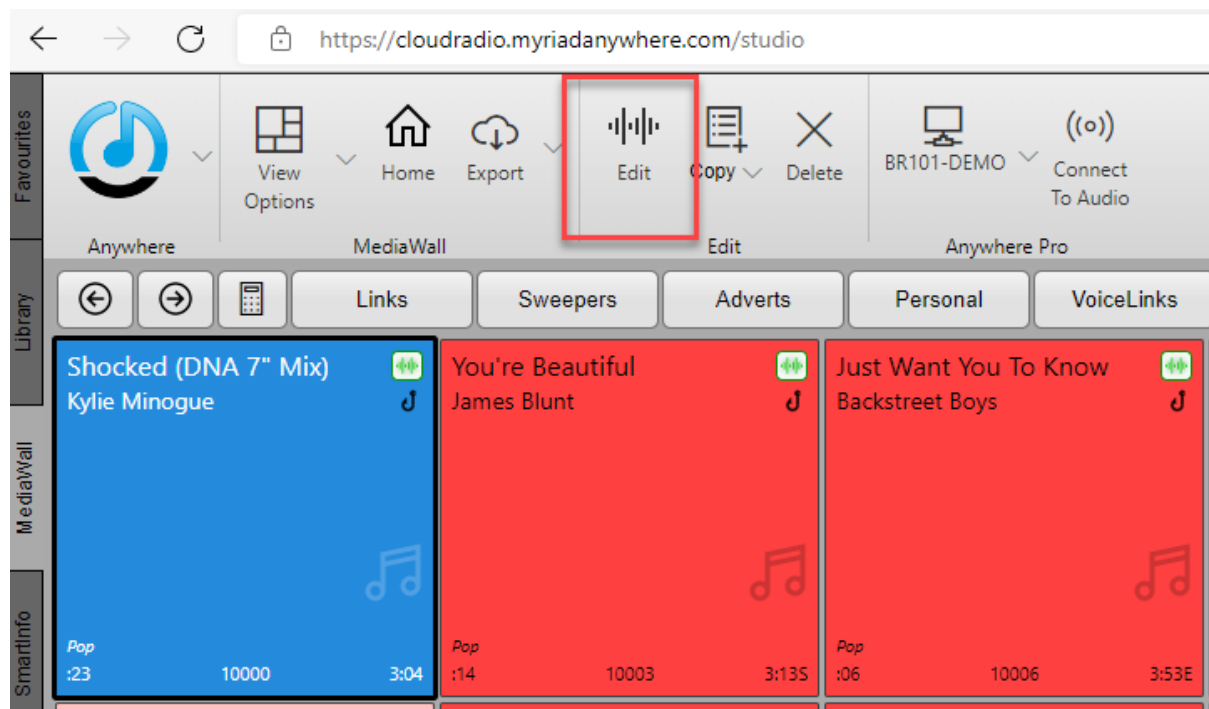


This will open the Edit Window for that Media Item. The **General** section allows you to edit basic information such as **Title, Artist, Media Type, Primary Category** etc.

You can then access the tabs down the left-hand side of the window to access more options:

- Editor – View waveform and edit Intro, Extro & Hook timing.
- Cats – Set Primary & Secondary Categories as well as additional scheduling attributes.
- Restr – Add and edit Hour Restrictions as well as Start / End Dates for the Media Item.
- Adverts (Adverts only) – Set the requested plays for the advert as well as run dates.
- Rights – Add and edit the copyright information.
- Other – Additional information including **Album, Year etc**

You can also use the options on the top ribbon to set **Custom Colours** or even **Delete** the item (if you have adequate security permissions to do so).
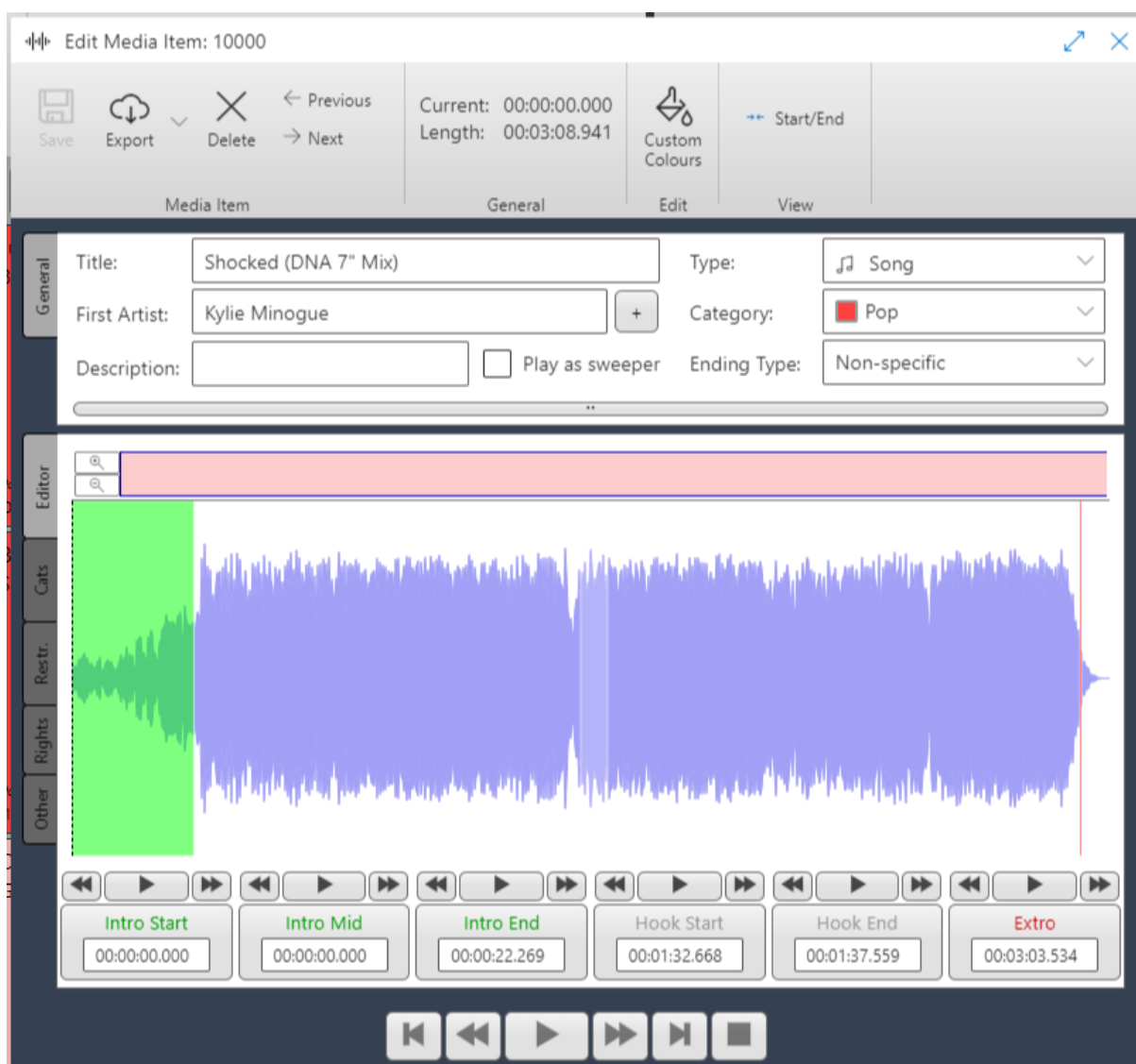


## View & Editing The Schedule (Clocks, Rules etc)

You can also view and edit the Schedule using the **Schedule** option on the Launchpad.
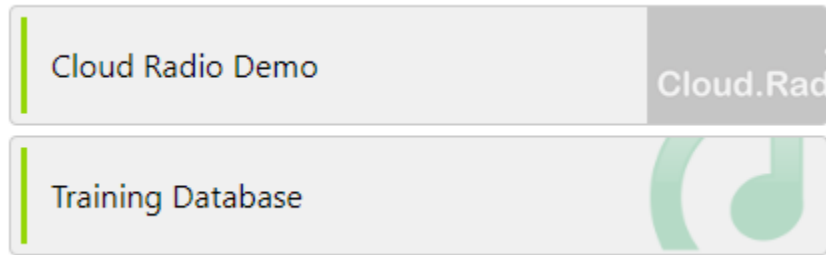
1. If you are already logged into Myriad Anywhere, you can return to the Launchpad at anytime using the **Launchpad Menu Option.** Otherwise, login to Myriad Anywhere as normal.
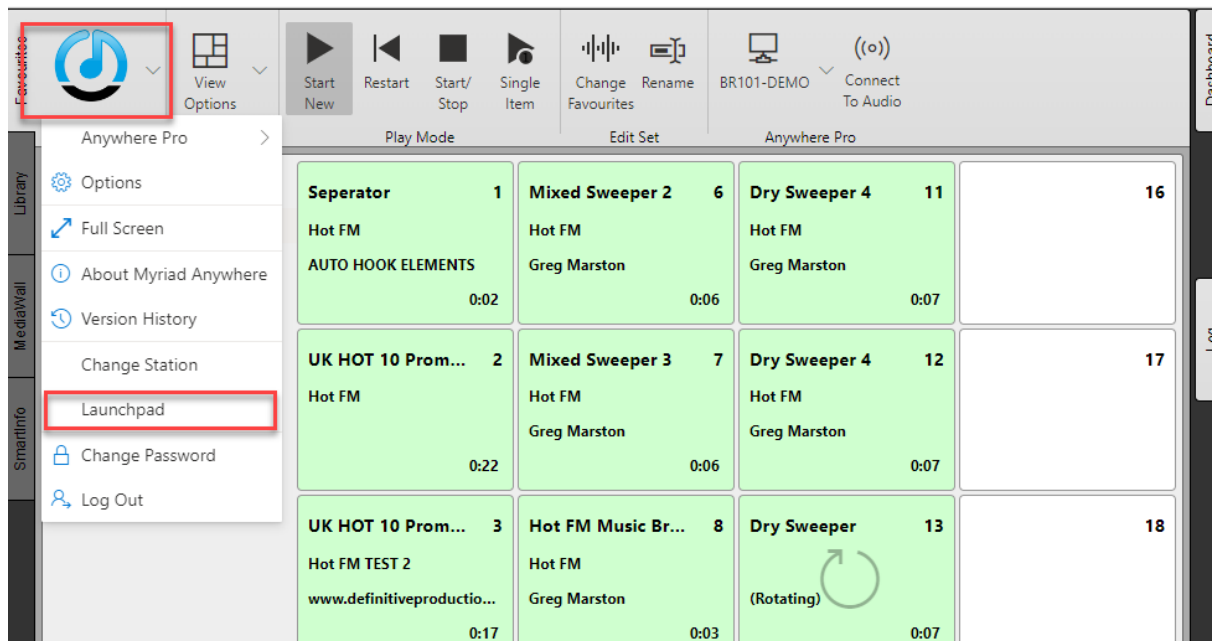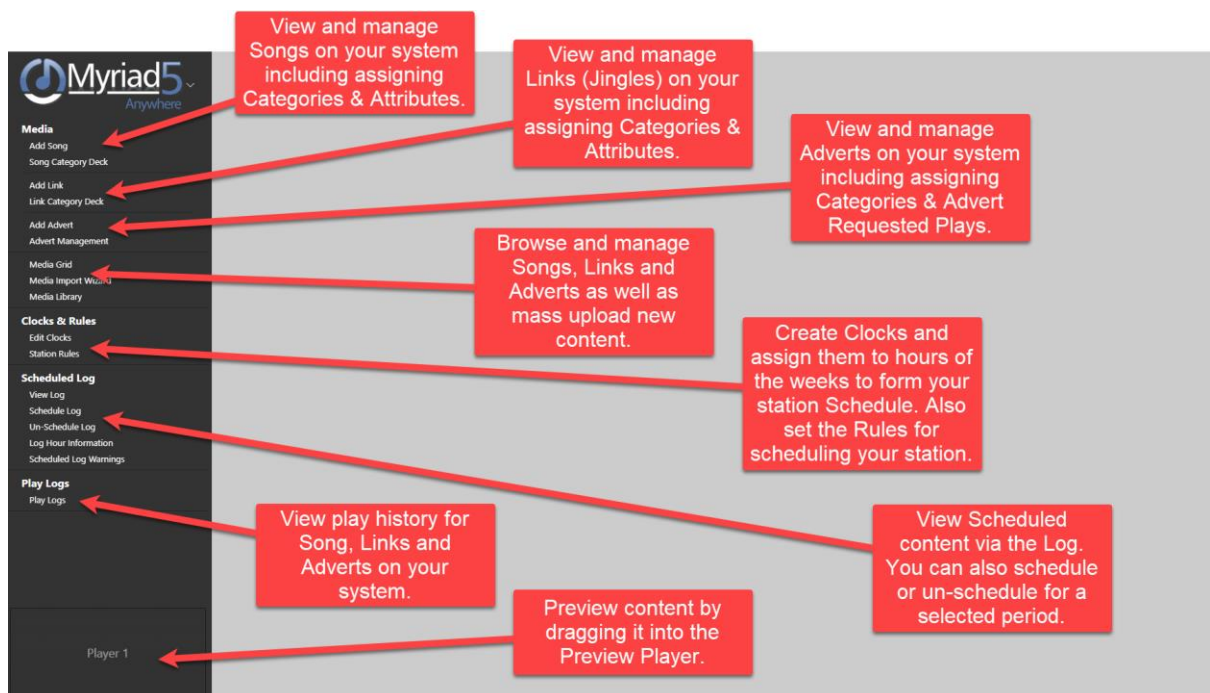


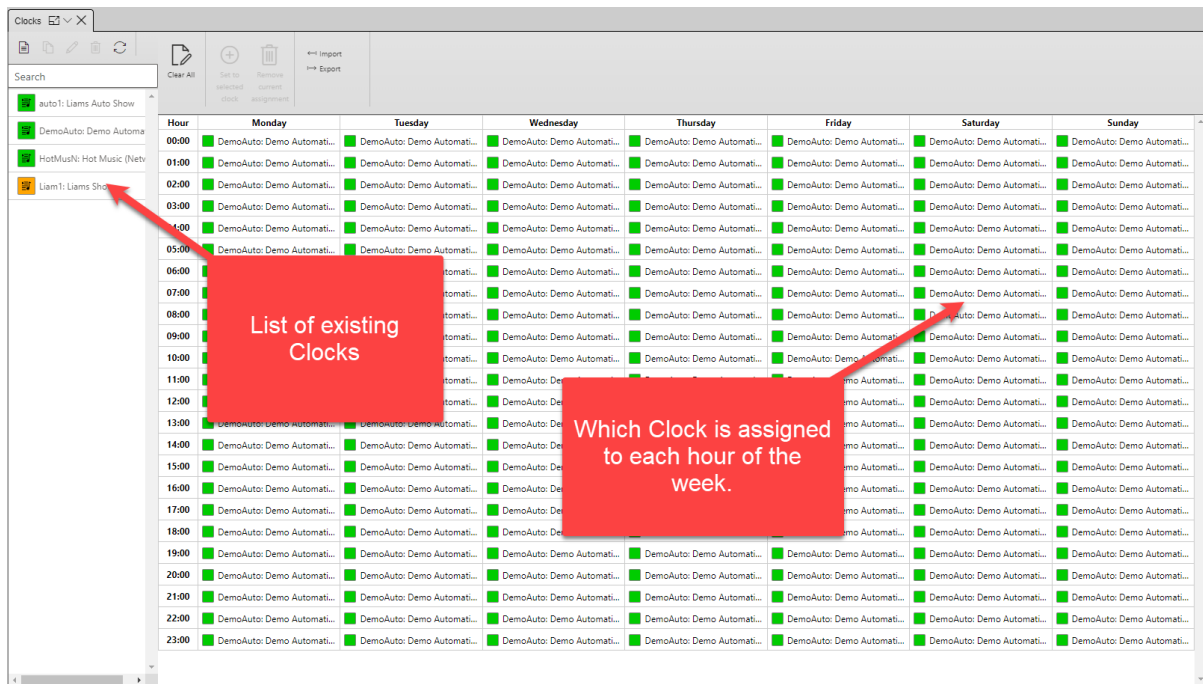2. From the Launchpad, click on the **Schedule** option.



3. Select **Your Station** from the list of available stations.

Cloud Radio Demo

Cloud.Rad

Training Database

4. This will open the **Myriad Anywhere Schedule** module, which is used to manage and edit your content, clocks



View and manage Songs on your system including assigning Categories & Attributes.

View and manage Links (Jingles) on your system including assigning Categories & Attributes.

View and manage Adverts on your system including assigning Categories & Advert Requested Plays.

Browse and manage Songs, Links and Adverts as well as mass upload new content.

Create Clocks and assign them to hours of the weeks to form your station Schedule. Also set the Rules for scheduling your station.

View play history for Song, Links and Adverts on your system.

View Scheduled content via the Log. You can also schedule or un-schedule for a selected period.

Preview content by dragging it into the Preview Player.

5. To view and edit Clocks, click on **Edit Clocks.**

List of existing Clocks

Which Clock is assigned to each hour of the week.

6. You can edit and existing Clock by double clicking on it. This will open a Clock Tab that includes the basic information for the Clock as well as the Song & Link Category Goals. If the Clock is an 'Advanced Clock' then the Clock Items tab will also be available.
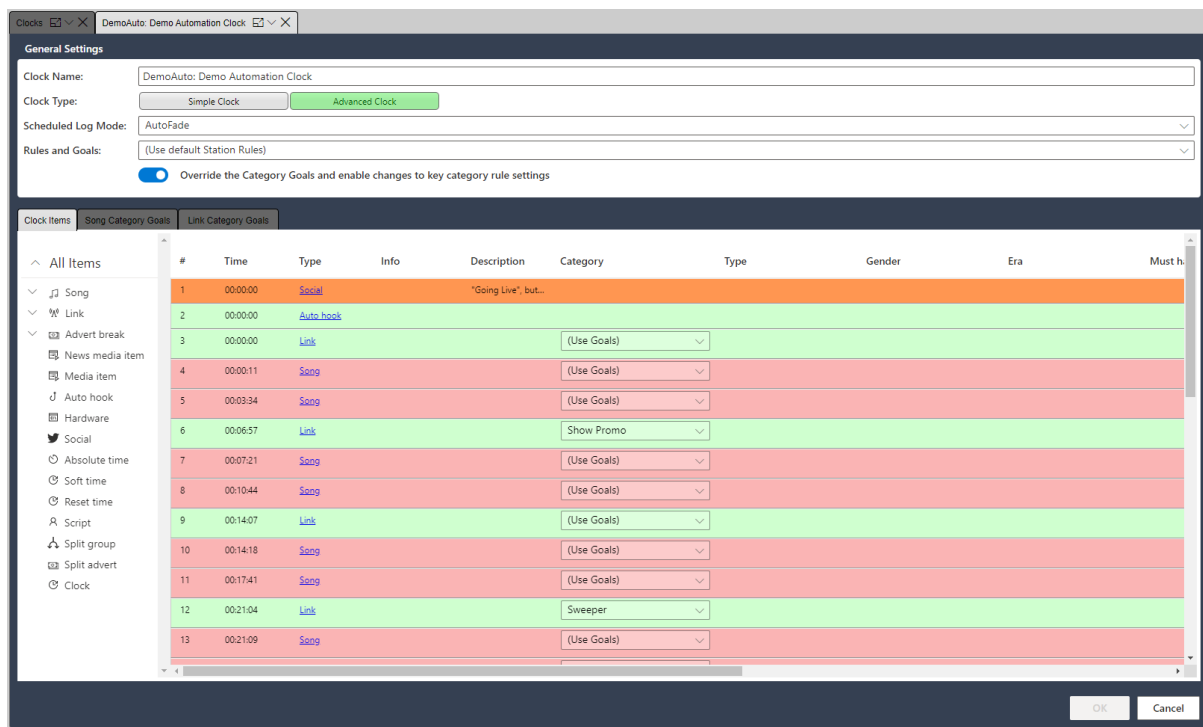


7. To view or edit the Rules for your station, click on **Station Rules** and then double click on Station Rule Set you want to edit (the Demo will only have one).
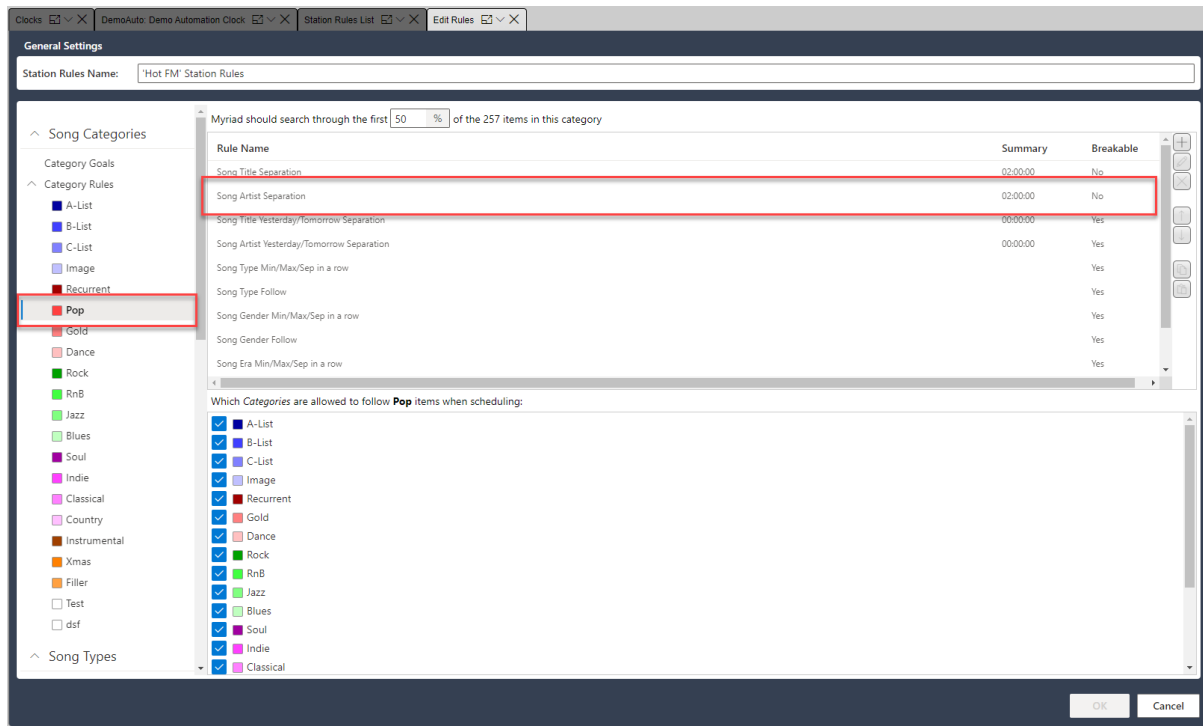
8. In the example above, we have opened the Station Rules and selected the **Pop Category** under the **Category Rules** section. Here you can see that the **Artist Separation** rule is set to 2 hours which means once a Song by an Artist is played on the station, no other Song by that Artists can be played until at least 2 hours have passed. There are a number of options in the Station Rules section that are covered in more detail in the full documentation or tutorial videos.

9. To manually schedule, click on the **Schedule Log** option and select the Date / Time range you want to schedule, then click the **Schedule** button.
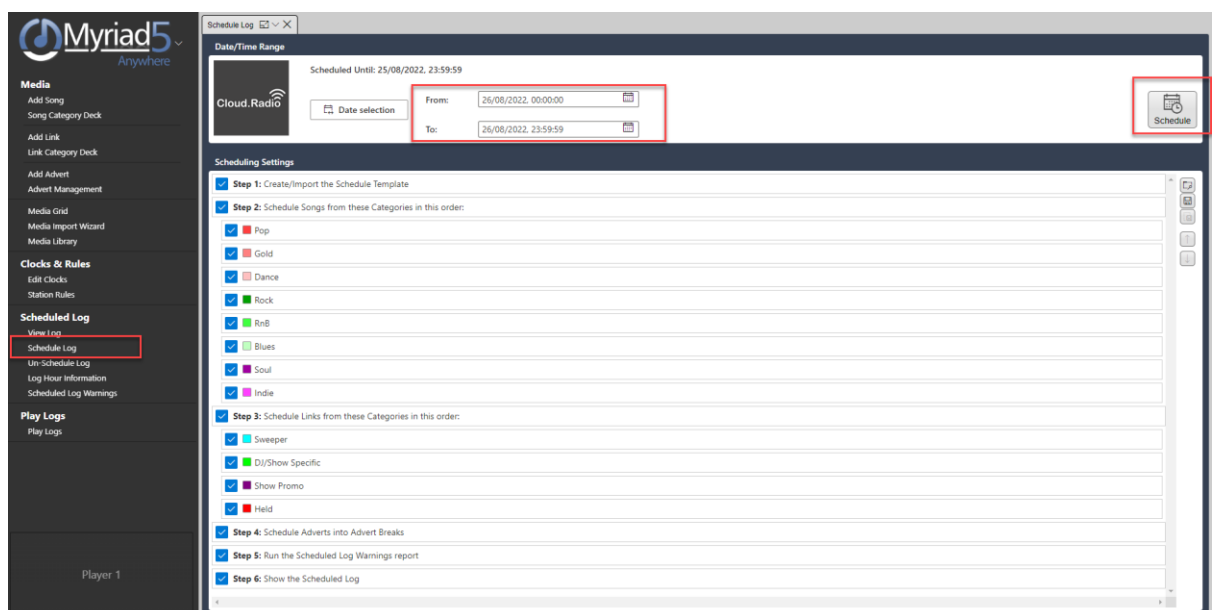


Anywhere Schedule provides comprehensive, professional scheduling tools for your radio station. You can learn how to use Anywhere Schedule using the links below:

- o [Myriad Anywhere Schedule - Quick User Guide – Broadcast Radio Help](#)
- o [Myriad 5 Playout Training Course (broadcastradio.com)](#)

Or you can access the training video directly on the link below.



[https://youtu.be/HZEKqadkgW4](https://youtu.be/HZEKqadkgW4)
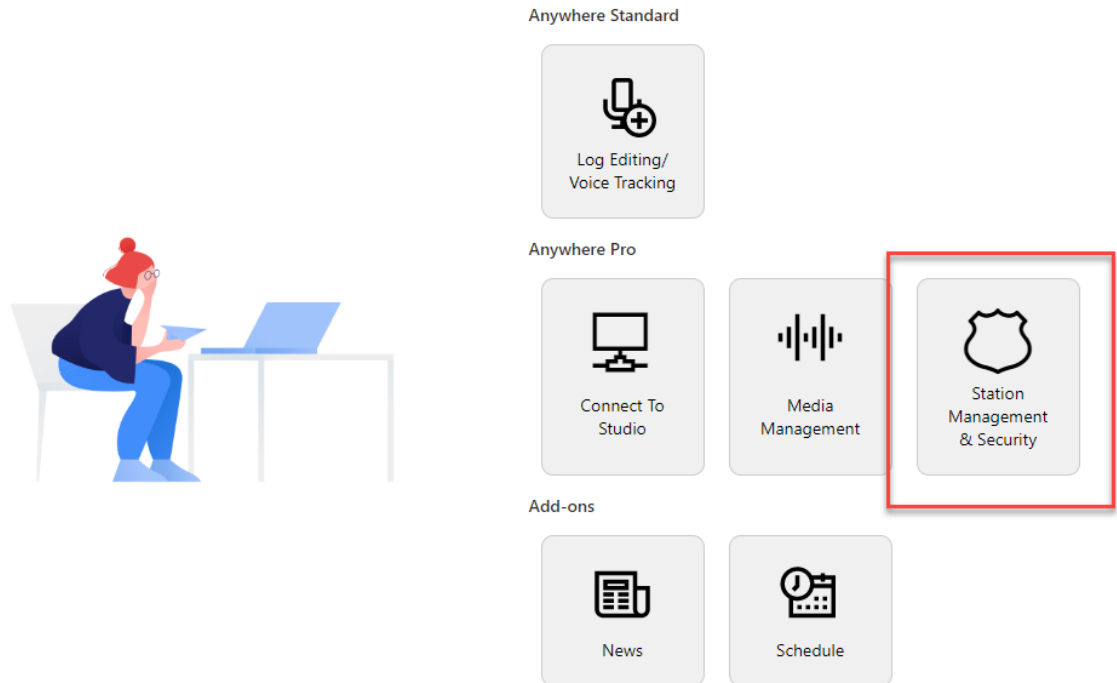
## Adding Users & Assigning Security Group

To add new Users to your Cloud Radio system follow these steps:

1. Login to Myriad Anywhere as described in the first section.
2. Click on the **Station Management & Security** option.

**Anywhere Standard**

Log Editing/
Voice Tracking

**Anywhere Pro**

Connect To
Studio

Media
Management

Station
Management
& Security

**Add-ons**

News

Schedule

3. This will open the **User Management** module which can be used to add new Users or change the Security group for existing Users.

4. Click on the **Add New User** option to add a User.
5. On the **General tab** fill in the basic contact details for the User (Name is required).



6. On the **Login tab** ensure the **Allow this Contact to log in** is ticked and add a **Username.** You should also ensure the **Allow this contact to change their own password** option is ticked so the User can set their own password.

7. On the **Security Settings tab** select the Security Group you want to add them too.



- New Users – Cannot access Myriad Anywhere
- Presenters – Can access Myriad Anywhere, add Voice Tracks, present live shows, add content.
- Producers – Have greater access to import export content and can edit attributes, Schedule elements etc.
- Administrators – Have access to User Management and Settings in addition to everything else.

You can see a full list of Security Permissions here - Default Security Groups In Myriad Playout – Broadcast Radio Help

8. Click on the Save button. The User will be prompted to change their password when they first login to Myriad Anywhere.
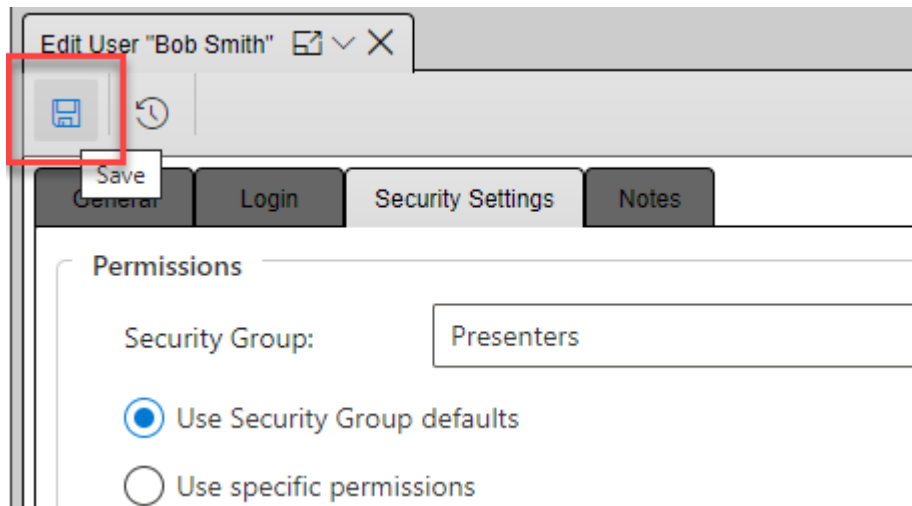
9. You can use the **User Management** option to view existing Users and change their details.
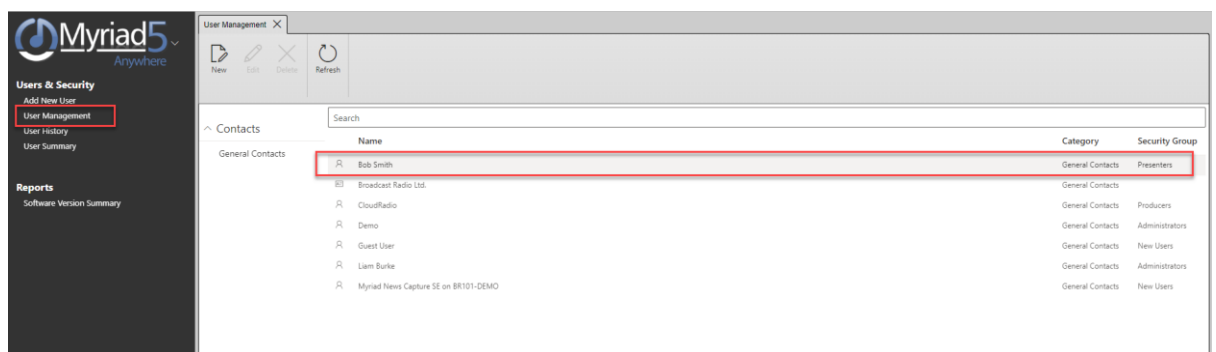


# Direct Remote Control (RealVNC)

In this section we will review the process of directly controlling your Cloud Radio system using RealVNC. This access is needed for some more advanced administration functions and reporting. You can also access all the software directly vis this method.

Your Cloud Radio subscription includes a RealVNC account to allow you direct remote access to your hosted playout system. In order to enable RealVNC and to access your system, please provide the email address you wish to use to access.

We will add your email address to the RealVNC acount for your Cloud Radio system and you will receive an email inviting your to join the RealVNC team.

**REALVNC**

Hi,

You have been invited by █████████████████████ to remotely access the computers in a team called **Myriad Cloud**.

You'll be prompted to set up a RealVNC account if you haven't already. Then, download VNC Viewer and sign in to it using your RealVNC account credential, to see which computers you are allowed to access.

**JOIN TEAM**

Please ignore this email if you think it has been received in error.

Many thanks,

The RealVNC team

Click on the Join Team button. You will then be asked to create an account. This will only be used to access your Cloud Radio system and you will not be billed. Follow the onscreen instructions to create a RealVNC account. Set a password that only you will know.

Once you have completed the sign-up process, you will be prompted to download and install the RealVNC viewer client. Click on the Get VNC Viewer button and follow the onscreen instructions to complete the installation. You can leave all the default settings in place.

After the installation is complete, click on Sign In and user the account details setup in
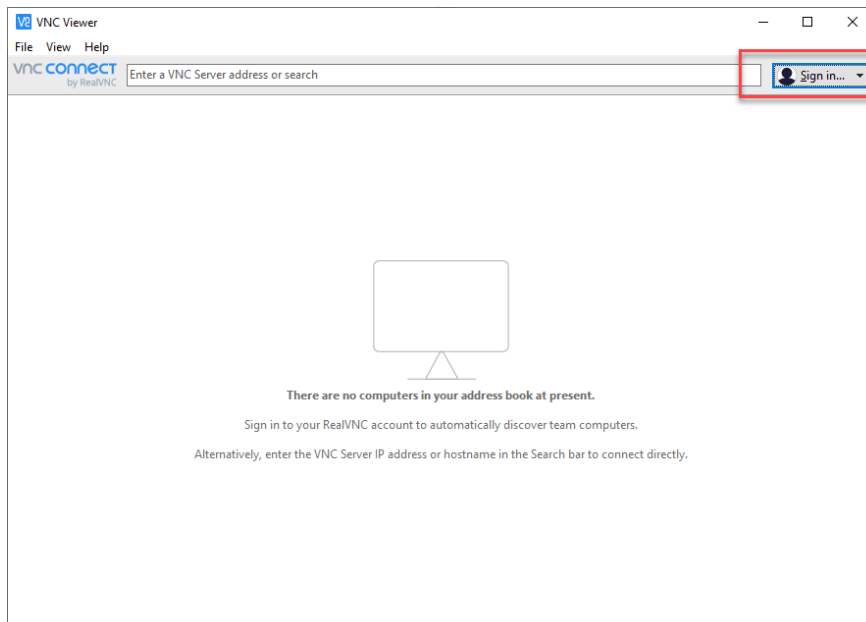
**\*\*\*Security Alert\*\*\***

Each time you (or anyone) try to access your Cloud Radio from a new device. You will be sent an email to confirm that it is legitimate. Whilst this is a bit of a pain, it does mean that you can be assured your Cloud Radio system is secure. Go to your email and verify the device before you can proceed.
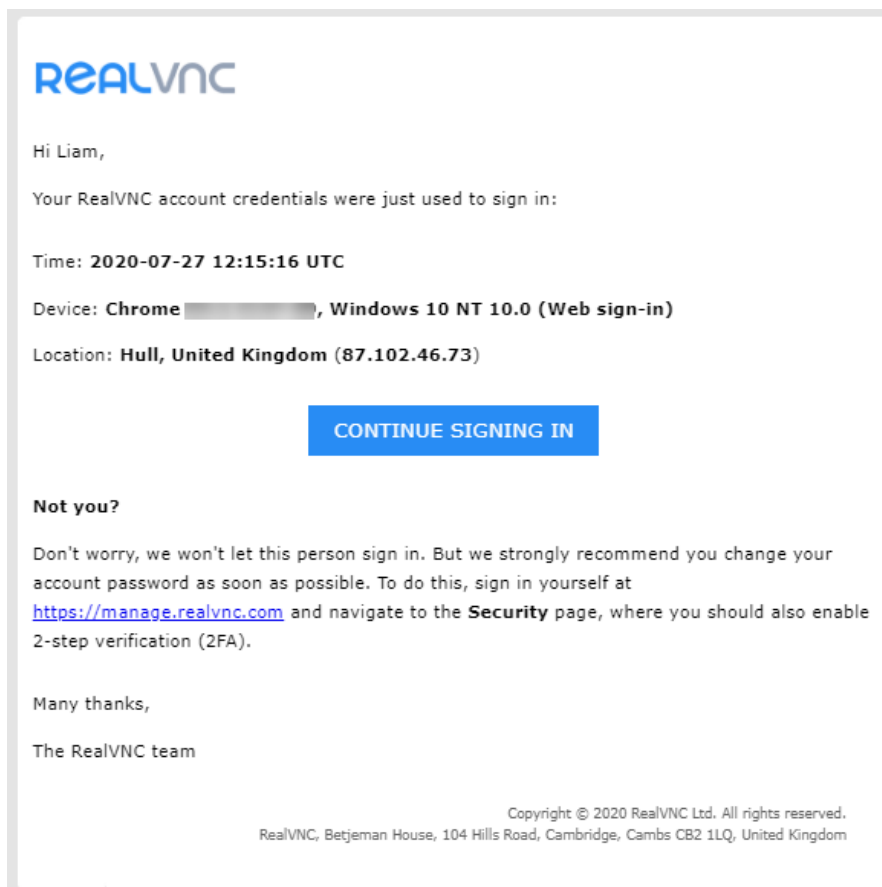
Once authorized, you will see the RealVNC Viewer client but initially, no systems will be listed, that is because we can only authorise you to access your Cloud Radio system once your RealVNC account is active. Give is a call (or email) at this stage so we can complete the process.
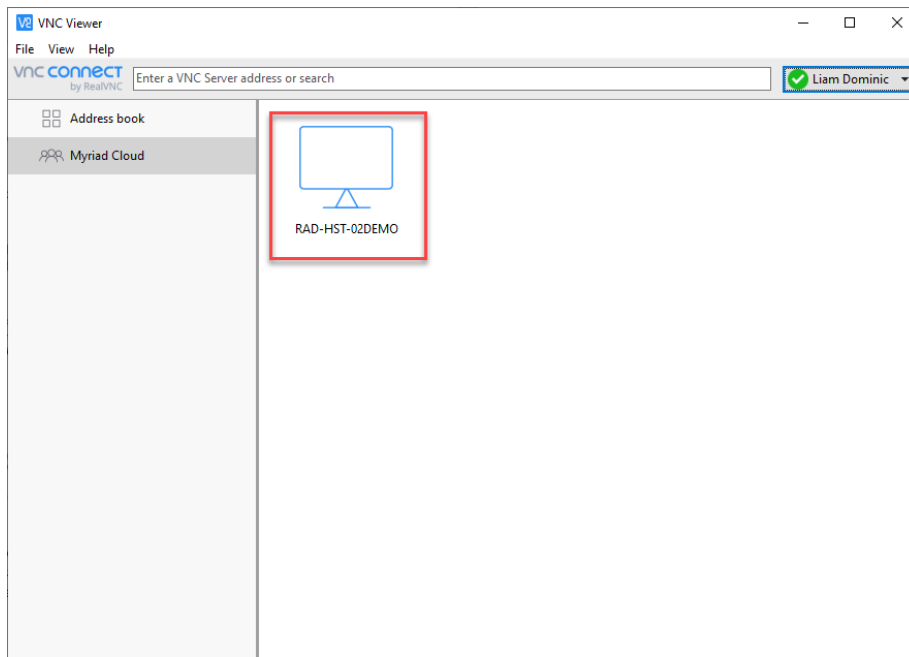


As soon as we have added you to the RealVNC account for Cloud Radio, your system will appear in the list. To access simply double click.

VNCViewer will now check your account details and proceed to connect you. You will be prompted for a final password for connection. This is the RealVNC password included in your separate **Connections Details** document.
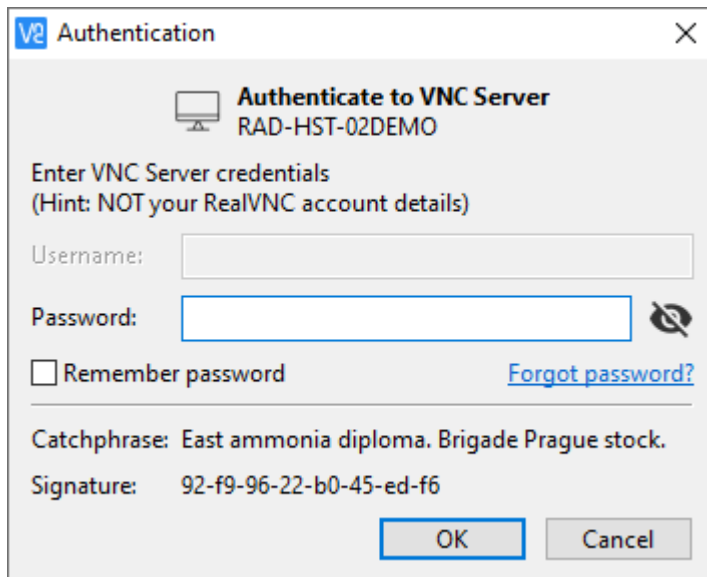


Once you have entered the correct password, the first time you connect you will also be asked if you want to have audio included in your VNC connection, you should click **Turn Audio On.**
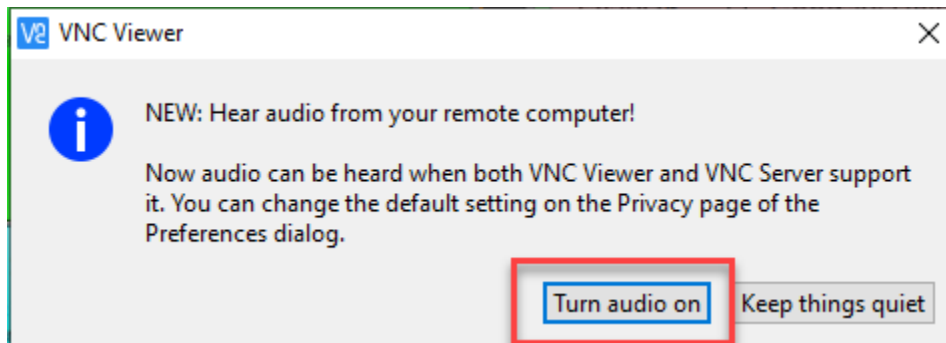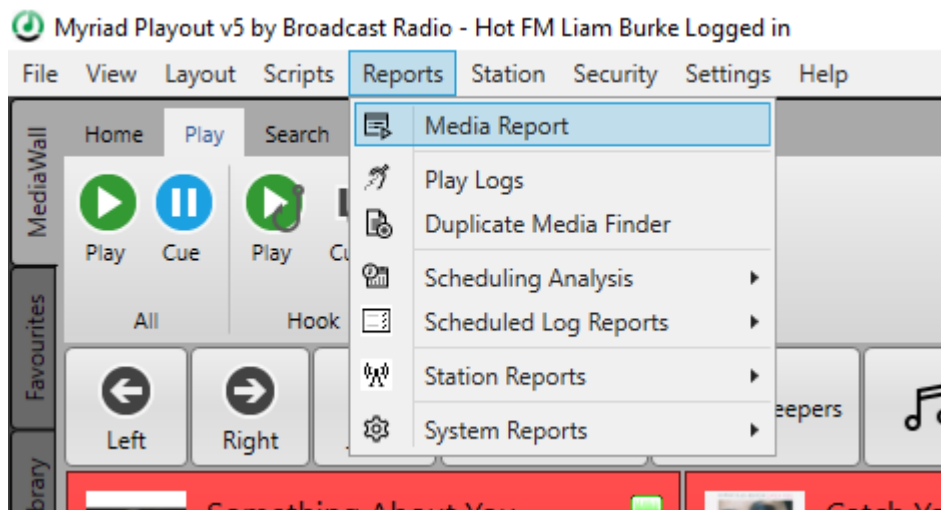
You can now remotely control your Myriad 5 Playout system.
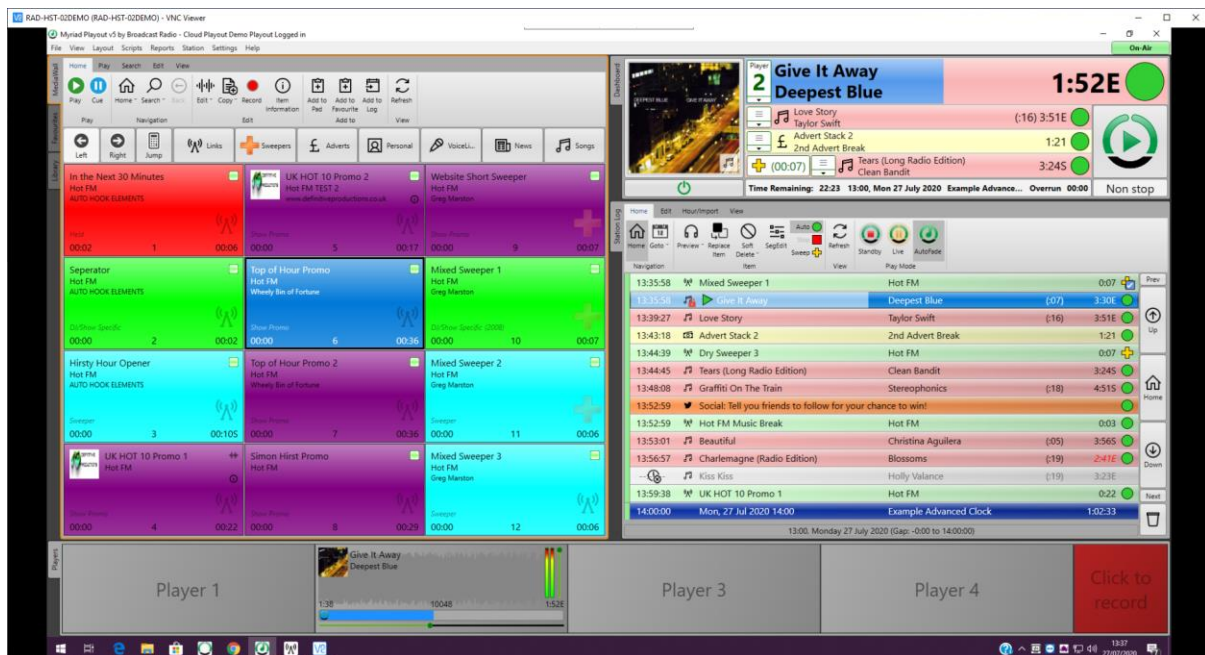


## Mass Changing Content

One of the most useful tools you can access with Direct Control is the Mass Changer built into Myriad Playout. This allows you to change one or more aspects of multiple Media Items in a single task.

1. In **Myriad Playout** click on the **Reports Menu > Media Reports**

2. You can search for content or browse a Category in the Media Report window. Once you have found the items you want to change, **select them** and then click on **Mass Change.**
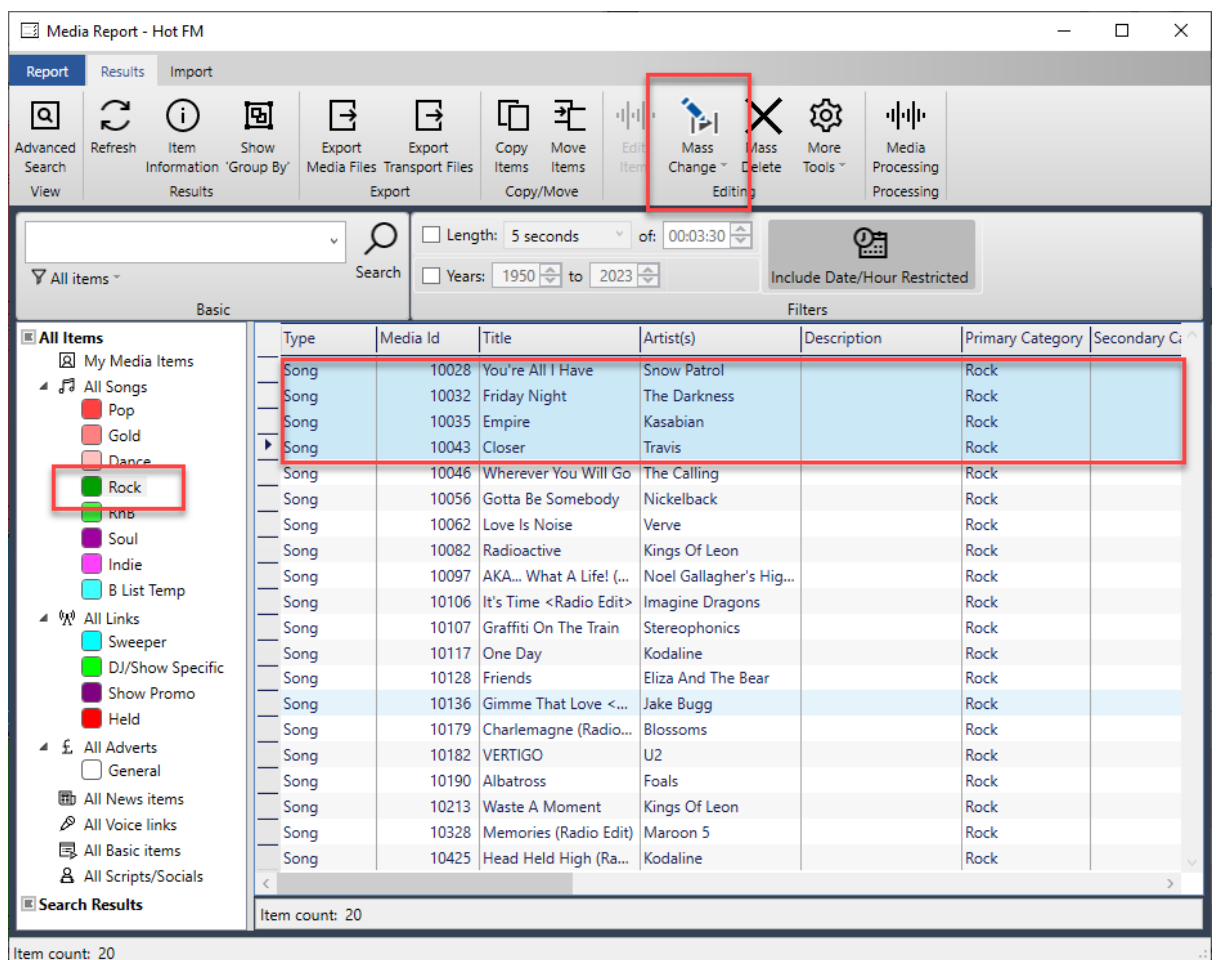


3. The Mass Change window allows you to select one or more attributes to change. Let's say you wanted to change the Primary Category for the selected Songs, tick the **Item Type** and set it to **Song,** then tick the **Primary Category** and select the Category you want to change to.
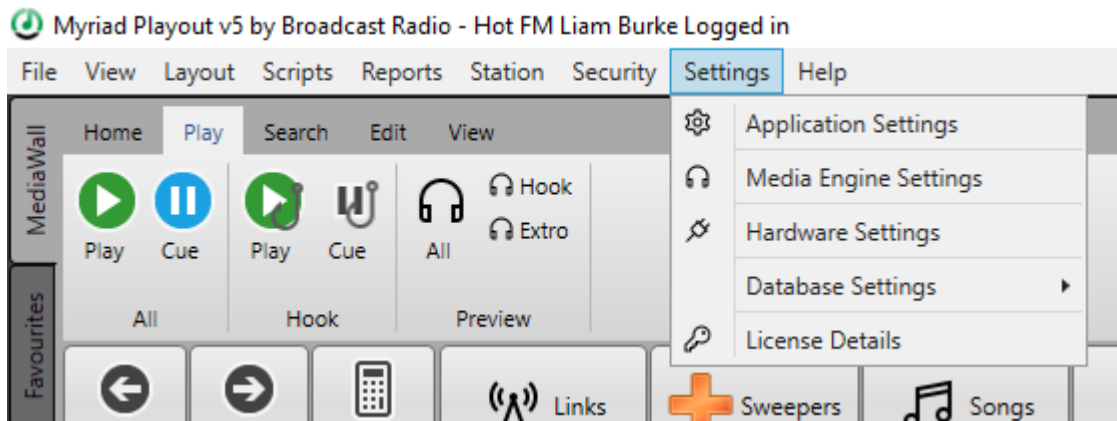
4. When you are happy, click on **Start Mass Changing Media.** The selected items will be changed as requested.

## Accessing Advanced Settings

You can also access the advanced Myriad Playout settings for your Cloud Radio system from the **Settings Menu.**

We would not recommend altering any of these settings without first consulting the main Myriad Playout documentation.

## Other Software

Your Cloud Radio system actual consists of a number of applications running on your hosted platform. Each of these applications performs a specific task that combine to form your radio station.

**Mission Critical Software (must be running)**

- Myriad Playout – Plays all the audio and content for your station.
- Myriad OCP – Updates 'Now Playing' metadata for external platforms.
- Remote Edit Server – Acts as the bridge between Myriad Playout and Myriad Anywhere.
- BR Live Studio – Handles the audio connection between your Cloud Radio system and remote presenters / guests connected via Myriad Anywhere.
- BR Encoder – Encodes your station output and sends it to our streaming servers.
- BR Stats (Pro & Ultimate only) – Maintains advanced listener stats.

**Other Software (still needs to be running but closing it will not take your station off air!)**

- Myriad Auto Importer – Can be setup to automatically import content from a specific folder.
- Audio Monitor – Shows audio level of your station output.
- BootStuff – Starts all the applications your Cloud Radio station needs.

You can access any of these applications using Direct Control should you need to change settings or restart them for any reason.

## Listening To Your Cloud Radio Station

As part of your system, we provide a simple, one page website with access to the Web Player. This allows you to test your station and Web Player design before you embed the player on your live website.

The web address (URL) for your one page microsite will be:

https://*yourstationname.broadcast.radio*

But you can also access it by the Broadcast.Radio portal:

1. Go to https://broadcast.radio
2. Use your login details for Broadcast.Radio (these may be different to your login details for Myriad Anywhere).
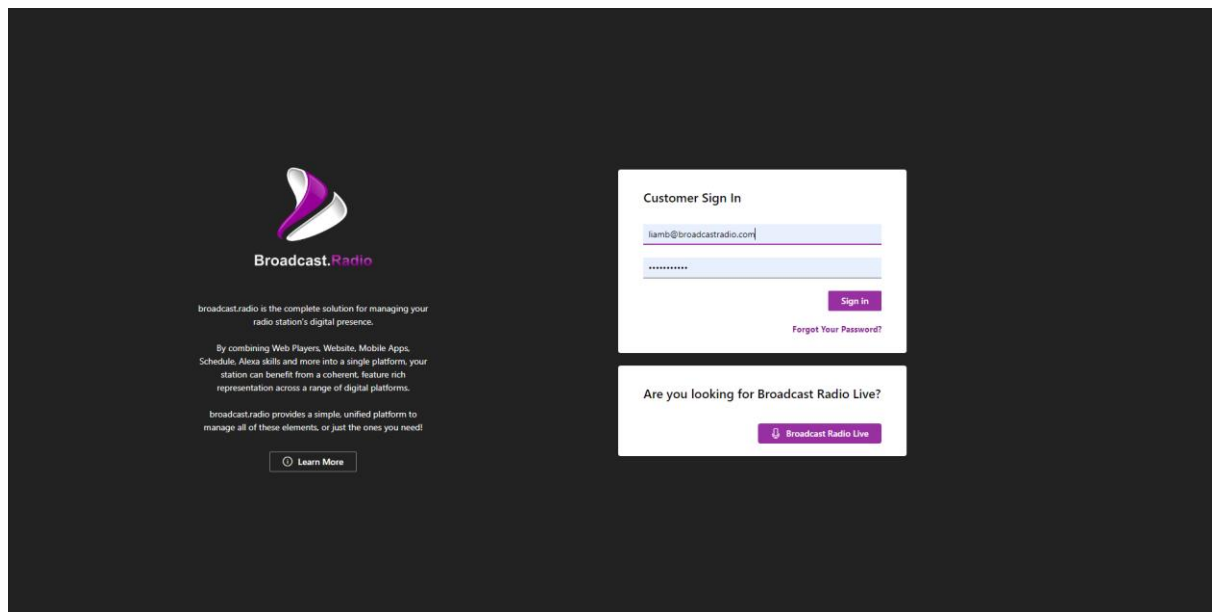


3. The **Dashboard** will be displayed by default. The options on the Dashboard will depend on what services you subscribe to but all accounts will have access to the **Visit Website** button.
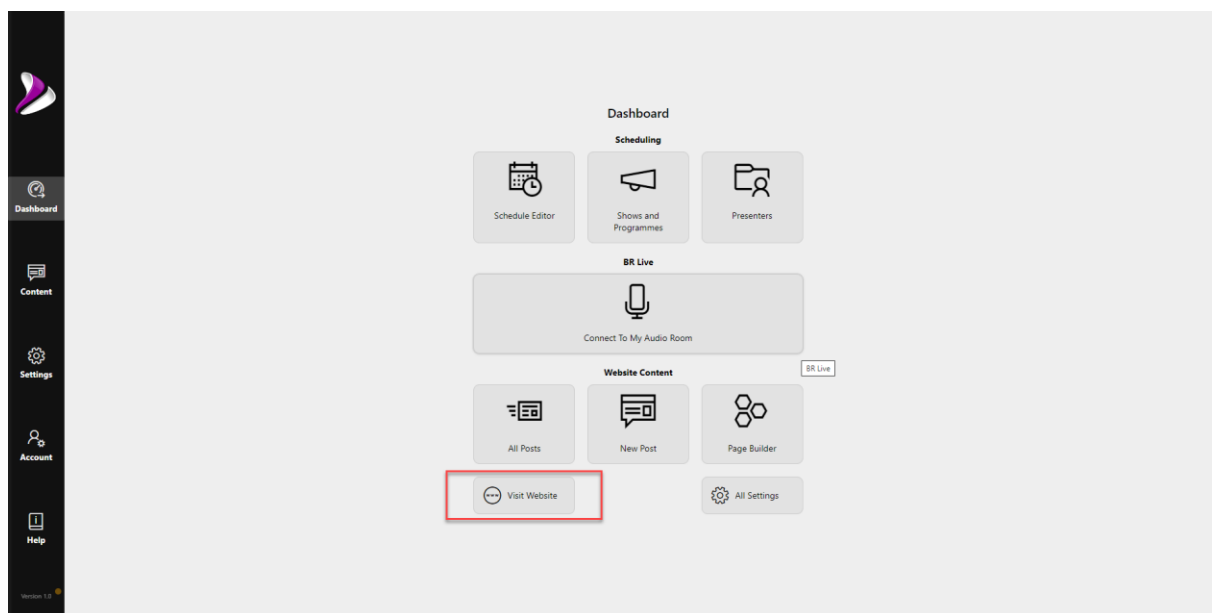


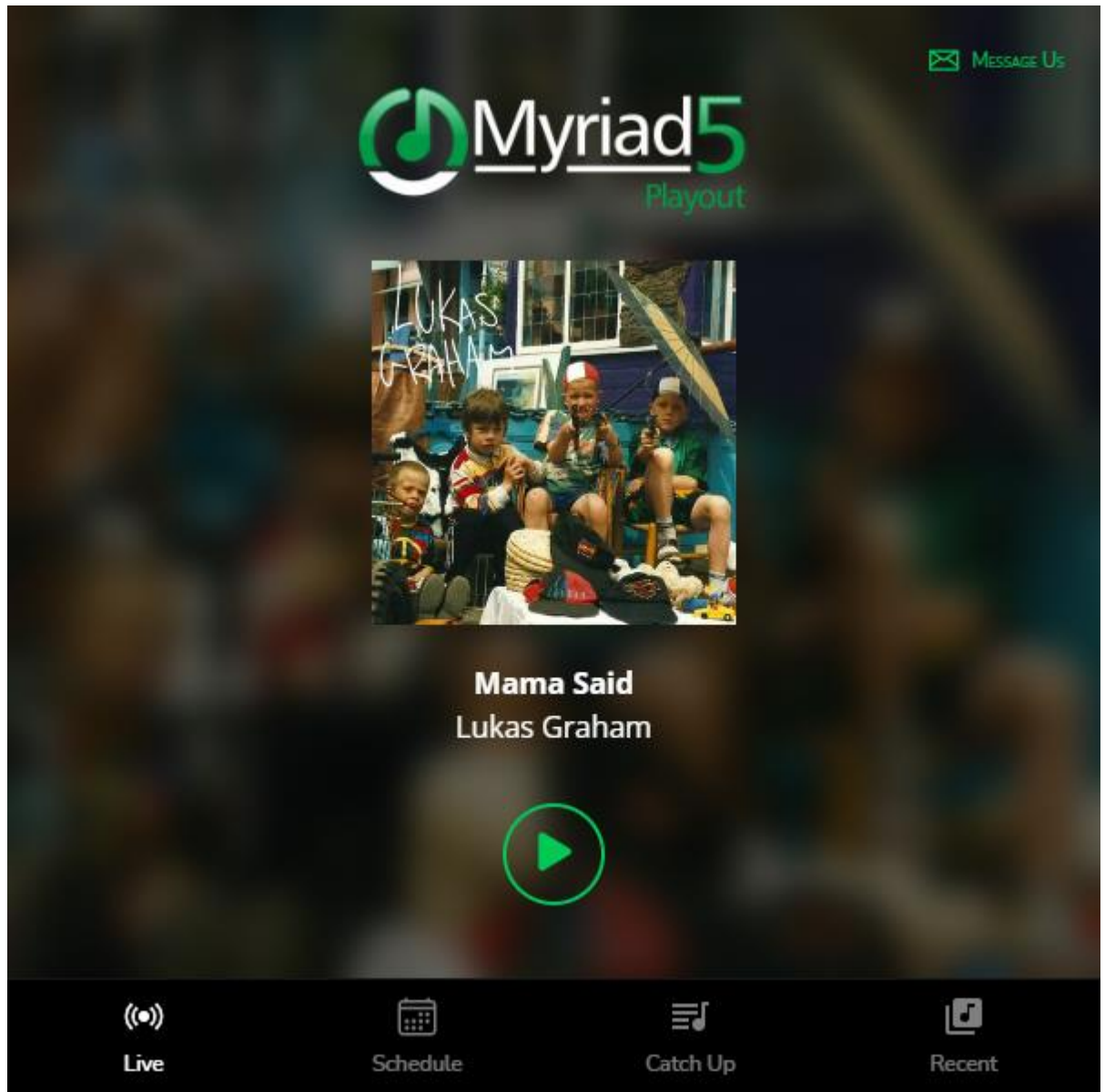4. Click on **Visit Website** button to open your one page microsite.

5. For details about how to customise this page, click on the link below.

   Build & test your broadcast.radio Microsite – Broadcast Radio Help
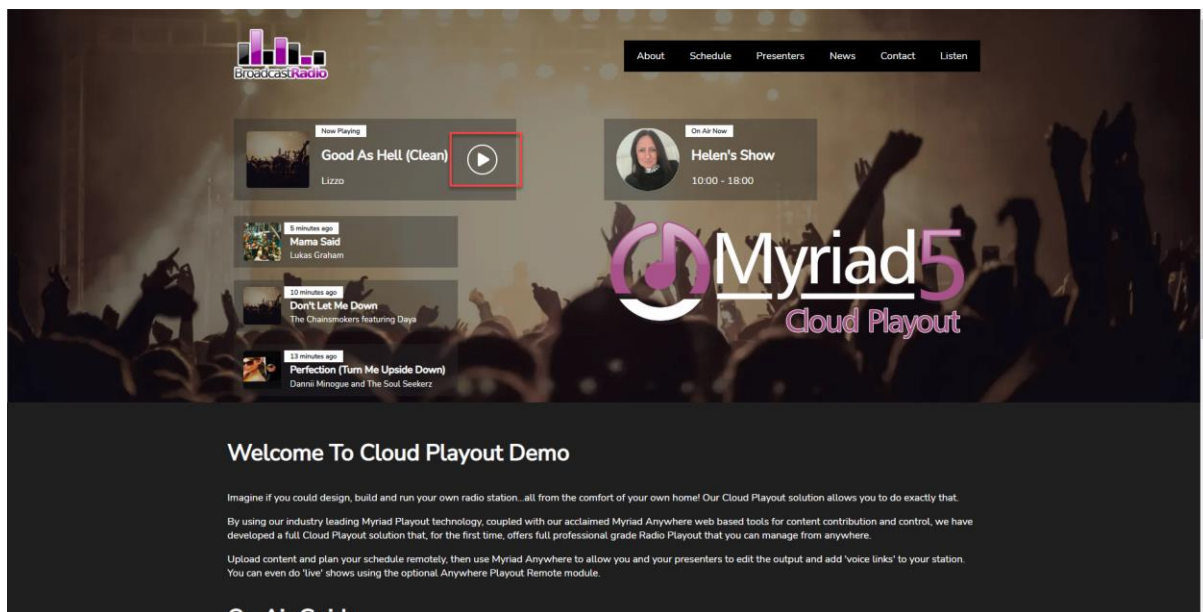
6. To listen to your station, click **Play** icon.



   This will open your Web Player and connect to your stream.

**Cloud Radio Ultimate** includes a full website as part of the package, which can be customised for your needs. The default 'template' site included with the subscription includes access to the Web Player from the homepage.

## Customising Your Web Player

You can customise the look and features for your Web Player to match your station or website branding.

1. Go to https://broadcast.radio
2. Login using your Broadcast.Radio credentials (which may be different to your Myriad Anywhere credentials).
3. On the left side tab, click on **Settings** then click on **Player** under the **Station Settings Section.**
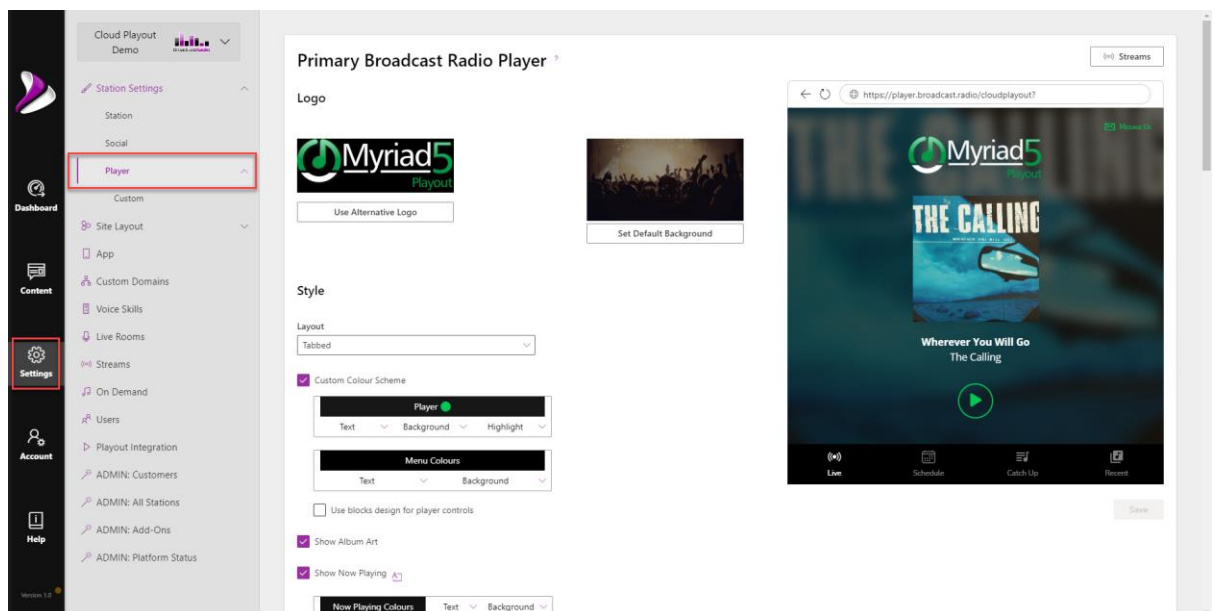


4. This window allows you to customise the colours and logos for your Web Player as well as decide on the look of the player and the features to include. For a full list of available options, click the link below:

   Designing Your Web Player – Broadcast Radio Help

5. When you are happy with your Web Player, click on the **Save** button.
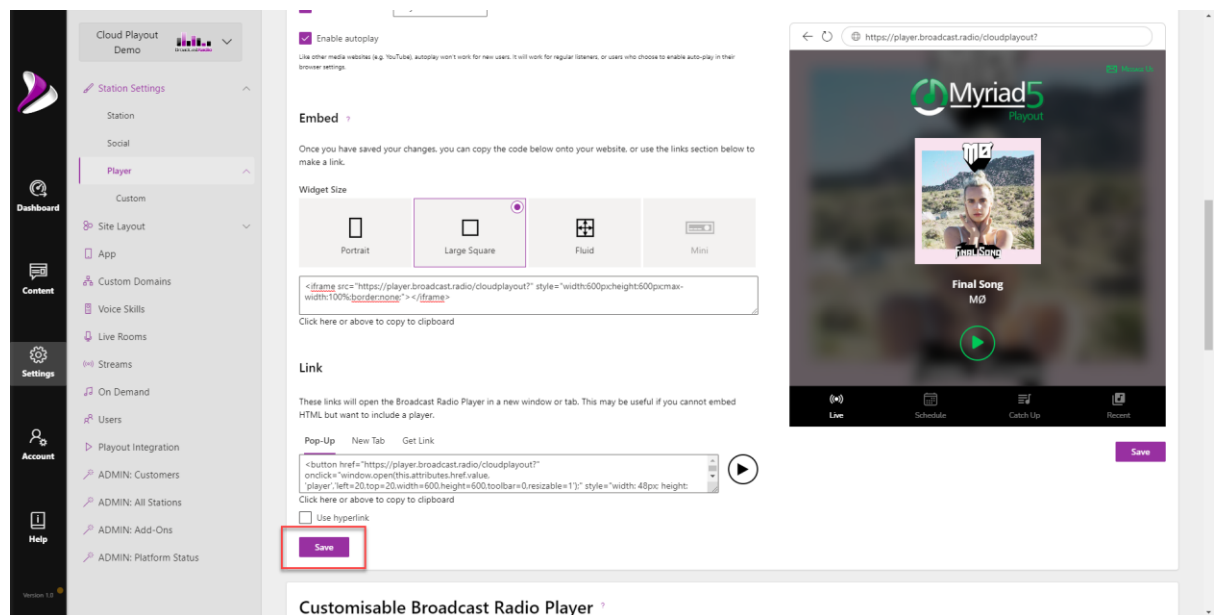


## Embedding Your Web Player On Your Existing 3<sup>rd</sup> Party Website

You can use your Web Player on an existing 3<sup>rd</sup> party website in three different ways:

- Embed the Web Player directly onto a page.
- Add a button that will open the Web Player in a pop-up window or another browser tab.
- Open using a URL Link, this allows you to attach the Web Player to any graphic or other element on your website.

In order to use these options, your website platform must allow you to insert a small section of HTML code. Most modern website platforms are built using widgets or elements and all will include an HTML widget to allow you to add code to pages. We cannot assist with embedding Web Players on 3<sup>rd</sup> party sites but there should be help available for adding HTML code to most platforms.

To get the code to embed, follow these steps:

1. Go to https://broadcast.radio
2. Login using your Broadcast.Radio credentials (which may be different to your Myriad Anywhere credentials).
3. On the left side tab, click on **Settings** then click on **Player** under the **Station Settings Section.**
4. Scroll down to the **Embed** section and then click 'code box', this will copy the embed code to your clipboard ready to be pasted into a page on your website.
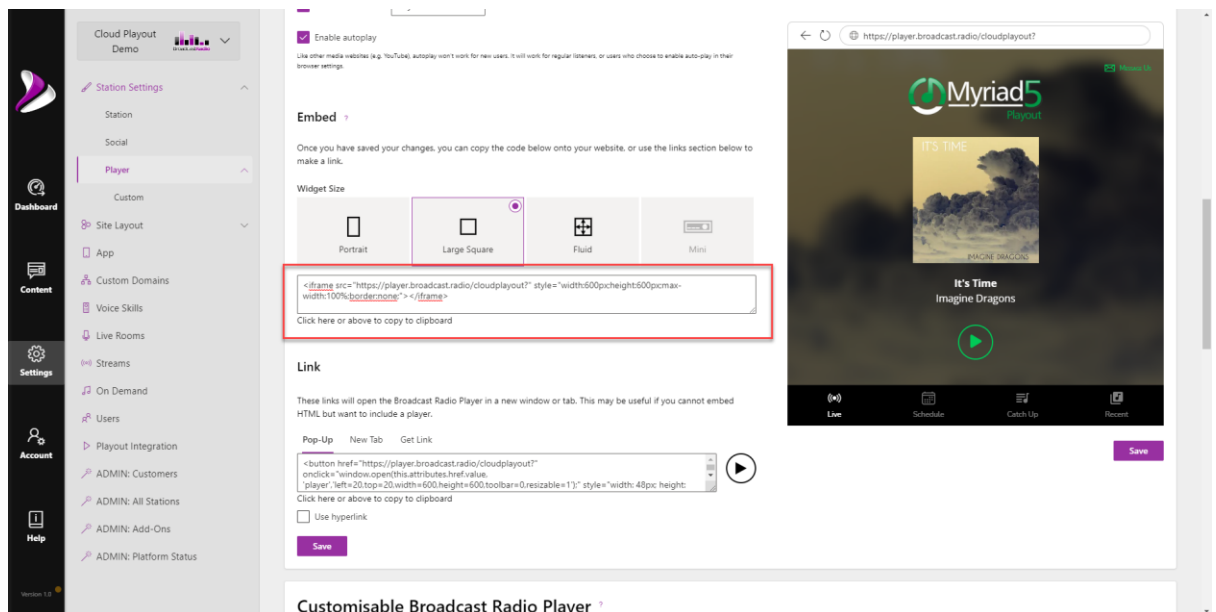
You can now paste this code into a HTML section on a 3<sup>rd</sup> party webpage.

5. If you would prefer to add a button to your page that opens the Web Player in a pop-up window or new tab, scroll down to the **Link** section and click in the 'code box' to copy that code. Use the tabs to select whether the Web Player should open in a Pop-Up window or a new browser tab.
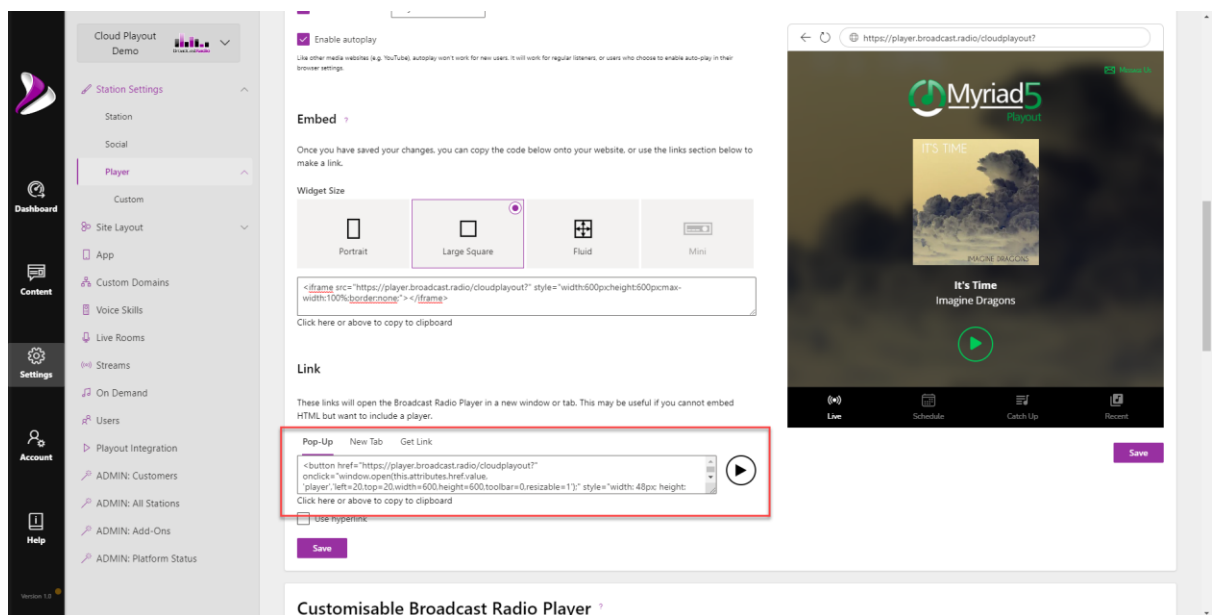


You can now paste this code into a HTML section on a 3<sup>rd</sup> party webpage.

6. If you would like to use a URL link to access the Web Player, click on the **Use Hyperlink** option and then click in the 'code box' to copy the code.
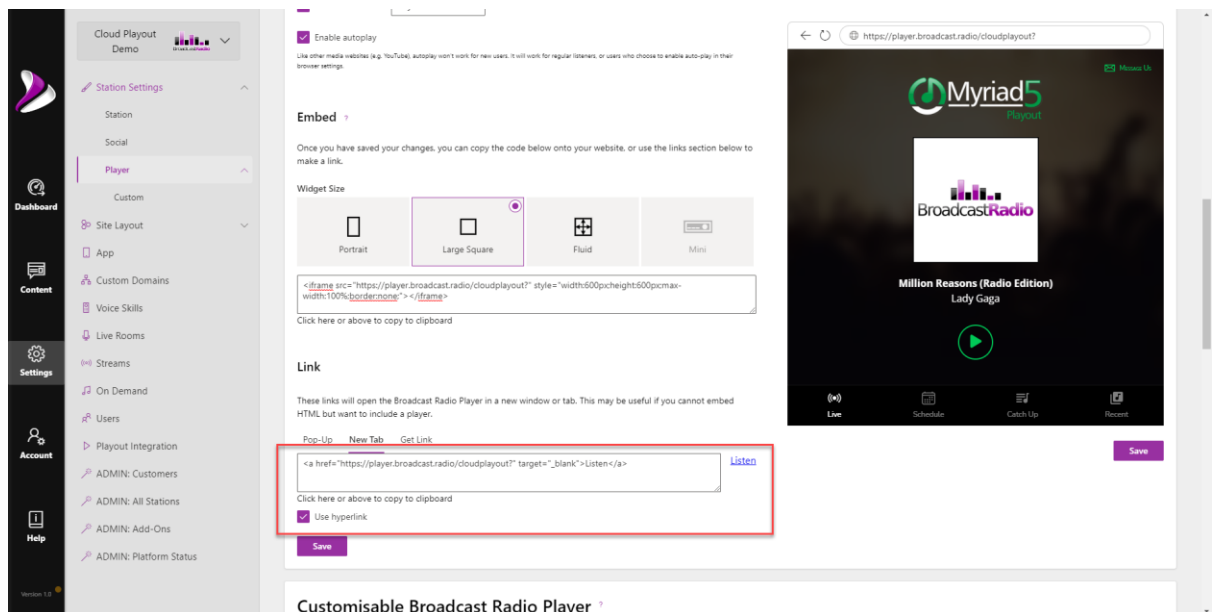
You can now use this link on your website or even just directly in a browser address bar.

## More Information

This guide is intended to get your started with your Cloud Radio system but we have a lot more resources available for you to continue to learn about Myriad Playout, Myriad Anywhere and Broadcast.Radio to get the most from the system for your station.

The links below will help you continue to learn more about your Cloud Radio system.

- Training Videos - Myriad 5 Playout Training Course (broadcastradio.com)
- Documentation - Myriad 5 Playout Support (broadcastradio.com)
- Help Centre -  Broadcast Radio Help
- Myriad Anywhere & Cloud Radio Help Articles - Myriad Anywhere, Remote, Monitor and Cloud Playout – Broadcast Radio Help
- Myriad Schedule Help Articles - Myriad Schedule and AutoTrack – Broadcast Radio Help
- Myriad Playout Help Articles - Myriad Playout – Broadcast Radio Help
- Broadcast.Radio Help Articles - broadcast.radio (formerly MyStation) – Broadcast Radio Help
- Broadcast Radio YouTube channel - (19) Broadcast Radio Ltd. - YouTube
- Myriad Users Facebook Group - (20+) Myriad Community by Broadcast Radio | Facebook
- Support Email – support@broadcastradio.com
- Support Phone Number: +44 (0)1482 350700