

# **Setting Up Mobile Apps**

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# Introduction



This document will guide you through the initial process of providing the information we need to build your dedicated iOS and Android mobile apps.

It will also cover the options for altering your app once it has been approved and is available in the Apple and Google app stores.

# Initial setup process

This initial setup process provides use with all the information we need to build your mobile app and submit it on your behalf. Once we have all this information, a member of the development team will use this to build a dedicated mobile app for your station and submit it to the Google and Apple stores on your behalf.

## Accessing the Setup Wizard

- 1. Login to your Broadcast.Radio account.
- 2. On the Settings tab, select the App option.

>	Humber Radio 400 × ×	Mobile App This station does not appear to have an App. If you have recently ordered an App. you may see this warning before it is complete. If you believe this to be a mistake, contract helio@broadcastradio.com Set Up Wixard	0.000
Dashboard	Player ^	Bottom Menu	
	8° Site Layout ~	Page Name Live Bull-in	
Content	Live Rooms	Schedule Baltrin Catch Up Baltrin	This App is not currently available.
र््ेड Settings	(**) Streams JJ On Demand	Add V	
Account	R <sup>®</sup> Users P Playout Integration P ADMIN: Customers P ADMIN: All Stations		
Help	→ ADMIN: Add-Ons → ADMIN: Platform Status		

3. Click on Setup Wizard.

Mobile App		
This station does not appear to have an App. If you have recently ordered an App, you may see this warning before it is complete. If you believe this to mistake, contact hello@broadcastradio.com Set Up Wizard	be a	0
Bottom Menu		
Page Name		
Live Built-in		
Schedule Built-in		This App is not currently available.
Catch Up Built-in		
Add ∨		

This will open the Setup Wizard window which allows us to gather all the information we will need to build and submit your app.

Set-Up Wizard			
upp Name, as displayed on home screen	n		
Humber Radio			
	(3)	Main Colours ● Text ∨ Badgeound ∨ Butten ∨	
	Set Main Logo	New Brying Colour.	This App is not currently available.
	Som engeling area	Mate         Extraction           Text         Extraction           Copy Station Colours	
	Set App Icon		
tore description	Store and Google Play. It should be at least a few sentences.		
	arana anak anakin ukin ukuana an ar reas a inu anakinen		
Message The Studio button Schedule tab			
About tab			
About tab			
About tab News tab News tab	ort embedding talo hosted on the brandcast.adio platform. If you would like to link to an external websh	plite, please include it is the order rests below.	
Catchup tab  About tab  News tab  Due to app review guidelines, we can only supp Extra notes  Enter only extra notes for the app develop		jälle, pärans include 7 in the order rotets before.	
About tab     News tab Due to app review guidelines, we can only supp Extra notes		alle, please include it in the order restric better.	

#### App name

Set the **App Name** field. This will be the name at appears for the your app in the App Stores.

Mobile	е Арр
Set-Up	Wizard
App Name Humber	e, as displayed on home screen Radio

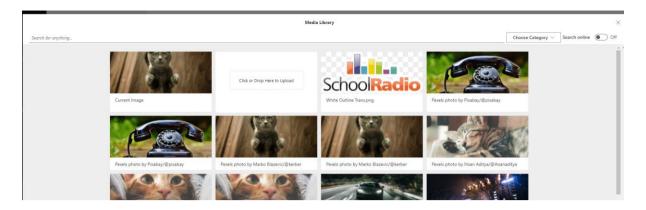
# Main logo graphic

Click on the **Set Main Logo** button to select a logo from your media library or to upload a new image.

盘	
Set Main Logo	

This will open the standard Media Library window which displays all the images your have previously uploaded to Broadcast.Radio. If you need to add a new image file then click on **Click or Drop Here to** 

Upload.



Once you have selected your logo image, it will be displayed in the Setup Wizard screen.



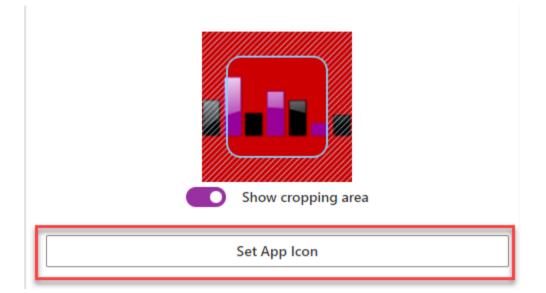


This image that will be displayed in the main area of your app when it launches. We recommend using a high resolution image with a transparent background if possible.



# App icon graphic

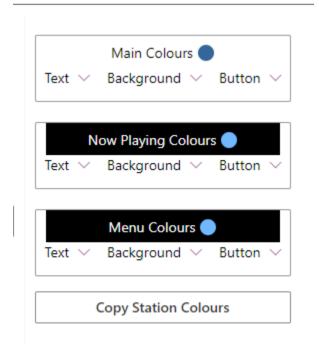
Use the **Set App Icon** button to select the image you want to use for the icon for your app. You can use the same process before to select an image from your Media Library or upload a new image.



You will see the option to 'Show cropping area'. This will show how the image will be cropped to create a square or circular icon (depending on OS/device). Make sure all important detail is inside this cropped area or it will not be displayed on your icon.

#### App colours

You can use the colour options to set the base colours for your mobile apps.



The options are highlighted below:



- A. Main Colours Text
- B. Main Colours Background
- C. Main Colours Button
- D. Now Playing Colours Text
- E. Now Playing Colours- Background
- F. Now Playing Colours Button
- G. Menu Colours Text (unselected)
- H. Menu Colours Background
- I. Menu Colours Button (selected)

You can also copy the colours from your Web Player using the Copy Station Colours button.

## Store description

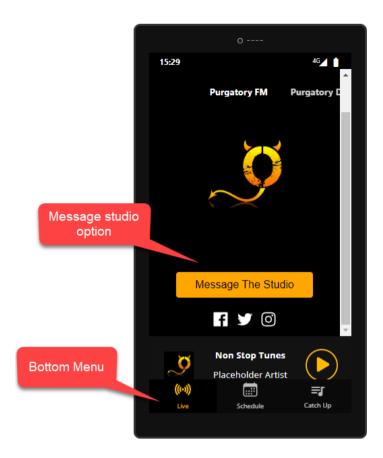
Type in a short description into the **Store Description** field. This is the description people will see when they look at your app in the Apple or Google app stores.

Store description

Enjoy all the latest news and tunes from the shadow of the Humber bridge.

# App function 'tabs' on the Bottom Menu

The **Functions** section allows you to select what will displayed by default in the menu bar at the bottom of your app.



The options are:

# Functions Message The Studio button Schedule tab Catchup tab About tab News tab

**Message The Studio button** – Toggle whether to display the 'Message The Studio' button in your app. Please note that messages will be sent to the default **Contact Form Email** address which you will find under **Settings > Station Settings > Social**.

**Schedule Tab** – Toggles whether to display the **Schedule** option on the bottom bar. This will display your stations show schedule which you can setup using **Content > Schedule > Calendar** and then add shows to hours of the week.

**Catchup Tab** – Toggles whether to display the Catchup option in the bottom menu. When selected by a user, the app will display a list of content available on your selected catchup service (either MixCloud or Podbean). This is setup in **Settings > OnDemand.** 

**About Tab (Website customers only)** – Toggles whether to display the about button which will display the contents of your About page on your Broadcast.Radio website. This option is only enabled if you have your website hosted with Broadcast.Radio.

**News Tab (Website Customers only)** – This toggles whether to display the default News page from your Broadcast.Radio website. You should only enable this tab if you have also enabled the default News page on your Broadcast.Radio website as neither Apple or Google will publish apps with links to pages that do not work! This option is only enabled of you have your website hosted with Broadcast.Radio.

# Extra notes

Finally, add any additional notes you want to pass on to the developers n the **Extra Notes section**. This may include adding additional Tabs to the bottom menu that link to external webpages although you will be able to add these after the app is published so it is better to keep your app as simple as possible in the submission stage.

# Submit for development

When you are happy, click on Save then Submit.

The details for your app will now be passed on to our development team who will hand build your app and submit it to the Apple and Google stores.

) Your App has been submitted to the Broadcast Radio Development Tex	am. We will contact you if we need any more information, and when your App is live!	o	
Set-Up Wizard		15:44	46
Humber Radio		Humber R	adio
	Main Colours       Text     Background       Background     Button       Now Playing Colours     Text       Text     Background       Background     Button	Message The	> Studio
Set Main Logo	Menu Colours O Text V Background V Button V		
	Copy Station Colours	Reach Up f Sunris (Ivi)	° (► =J

Please note that this process can take up to three weeks as we have no control over how long Apple and Google take to approve individual apps.

# Authorisation letter

As part of our mobile app service, we include the submission of your app to the Google and Apple stores as well as fielding questions about your app from the respective stores. As your mobile app includes a stream of your station output as well as your station logo etc, neither Google or Apple will accept the app without written permission from your to allow the app to contain your content.

This means that we need to submit a signed letter from your (on letter headed paper) that expressly allows us to submit an app on your behalf, that contains elements of your content.

You should have received a template letter as part of your 'welcome email' but we have also included the template in this document.

# You MUST copy this text into your own Letterhead, then sign it with your signature – the App Stores will reject this letter unless it is supplied on letterheaded stationery. We suggest you print, sign then scan.

# [DATE]

Dear sirs,

This App Development Agreement (the "Agreement") states that we the client [RADIO STATION COMPANY NAME and Incorporation details] based at [INSERT MAILING ADDRESS] authorise Broadcast Radio Ltd, based at 1-2 Maritime House, Livingstone Road, Hessle, HU13 0EG, UK, to create and submit a dedicated bespoke Radio Station mobile App on our behalf for the licensed radio service known as "[RADIO STATION ON AIR NAME]"

I confirm that we hold all applicable licenses to stream copyrighted music content from the relevant local copyright authorities as part of the provision of our Radio Service.

Regards, [SIGN HERE] [Director Name] [Position in organisation]

Please make sure you complete this authorisation letter and email it to <u>hello@broadcastradio.com</u> as soon as possible as your app cannot be submitted without it!

# Making changes to a 'live' mobile app

Once your app has been approved by Apple and Google, it will be available on the respective stores to be downloaded and installed on supported devices. Whilst some of the content in your app is fixed as part of the build process, several elements are actually loaded from the Broadcast.Radio

CMS in realtime whenever people are load the app which means that some elements can be altered by you without the need to re-publish the app.

To view and edit these settings, follow these steps.

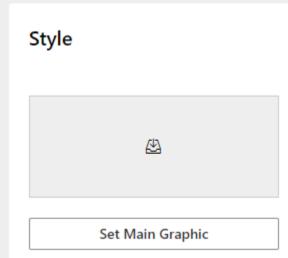
- 1. Login to Broadcast.Radio.
- 2. Click on Settings > Apps > Options

	Cannock Chase Radio FM	~	Mobile App	
		^	Style	0
	Station			15::50 46 <u>⊿</u> ∎
Q	Player	^	8	CANCERS SHARE
Dashboard	Custom			Cannock Chase Radio
	🗋 Арр	^	Set Main Graphic This is the main graphic that appears on the Live tab.	FM
Ē	Notifications			Message The Studio
Content	Options		Main Colours 😑	f У 🖸
	Voice Skills		Text $\checkmark$ Background $\checkmark$ Button $\checkmark$	
ŝ	Live Rooms		Now Playing Colours	
Settings	(in) Streams		Text $\checkmark$ Background $\checkmark$ Button $\checkmark$	Double Dutch
	🎜 On Demand		Menu Colours 😑	Malcolm McLaren
<i>.</i> ۹	я <sup>р</sup> Users		Text $\checkmark$ Background $\checkmark$ Button $\checkmark$	(I+4) €  J ≕J ≕J Live About Schedule Recent Canth-Up
Account	Playout Integration		Copy Station Colours	
	ADMIN: Customers			
i	ADMIN: All Stations		Bottom Menu	
Help	ADMIN: Add-Ons		Page Name	
Version 1.0	ADMIN: Platform Status		Live	
	stradio/station/133/options/app		About	

From here you can alter the following elements of your dedicated mobile app.

#### Main graphic

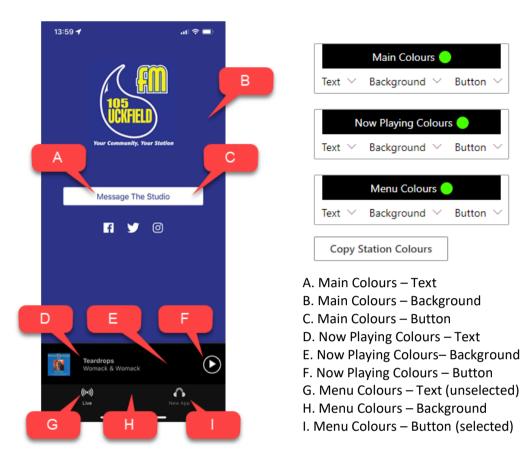
You can select a new main graphic or logo which will be displayed in the middle of your apps home screen. Click on **Set Main Graphic** to browse existing images or add a new image.



This is the main graphic that appears on the Live tab.

# Colours

You can alter background, text and button colours to control the look of your mobile app.



You can also copy the colours from your Web Player using the **Copy Station Colours** button.

## Bottom menu

You can also alter the settings for the 'tabs' displayed on the bottom menu of your app.

Bottom Menu	f D O
Page Name	
Live Built-in	 Thinking of You SISTER SLEDGE
About	 (m) i i J = Live About Schedule Recent Catch Up
Schedule Built-in	
Recent	
Catch Up Built-in	
Add $\vee$	

## Editing/Deleting existing tabs

You can edit the details for an existing tab by clicking on the '...' option to the right and selecting edit.

Page Name	
Live Built-in	
About	
Schedule Built-in	Edit Delete
Recent	
Catch Up Built-in	

If you select **Edit** then you can change the **Label**, the internal or external page **(URL)** it is displaying and the **Icon** that will be used.

									×
Labe	I								
Abo	out								
URL									
		_							
lcon									
loni	icons								
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	₽	←	$\mathbf{V}$	$\rightarrow$	$\uparrow$	@	0	L	
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S	ave								

You can also **Delete** the tab from the same menu.

#### Adding a new option to the bottom menu

You can also add an additional option tab to the bottom menu using the **Add** button.

Page Name	
Live	
Built In	
Schedule	
Live	
Catch Up (Mixcloud)	
Custom	
CMS Page	
External Website	

You can add the follow tab types:

- **Built In** Uses a native app feature (Schedule / Live / Catchup) that will link to your Broadcast.Radio portal.
- **Custom CMS Page (website customers only)** This allows you to display the content from any page within your Broadcast.Radio hosted website. The app will also strip header and footer information from the page and just display the content so it will appear like the content is 'in the app' not just displaying a webpage.
- **External Website** This option allows you to display any external webpage. As a word of caution, you need to avoid pages that includes any way of processing payment (donate button etc) as this will prevent the app from being approved.

#### Changing tab order

You can also change the order that the options appear in the bottom tab in your app by dragging options up and down in the Bottom Menu section.

Page Name	
<b>Live</b> Built-in	
About	
Recent	
Schedul Built-in	
Catch Up Built-in	

When you are happy with your changes, click on the **Save** button.

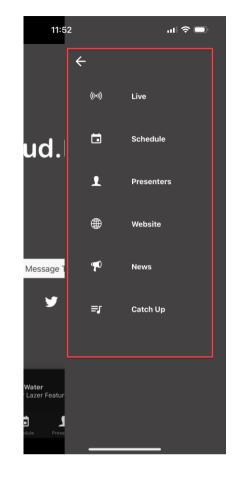
**Warning:** This will update your app in real time so saving changes will alter aspects of your app for listeners without them updating the app!

#### More Menu

Obviously, the more options to the bottom menu, you would soon run out of space. Rather than reduce the size of the icons, if the app detects that you have more options on the Bottom Menu than can be comfortably displayed on the device, it will automatically insert a 'More' option to the right which will show a full list of options from the bottom menu.

This Menu option can be expanded by the user to access the additional options.





# Push notifications

You can use your mobile app to send notifications to anyone who has your app installed and has allowed notifications from the app.

To access the Notifications section follow these steps:

- 1. Login to Broadcast.Radio.
- 2. Click on Settings > App > Notifications.

		~	Mobile App	
	<ul> <li>Station Settings</li> <li>Station</li> </ul>	^	Notifications	🖵 Send
	Social		Search	< Page 1 of - $>$
	Player	^	Notification	
ard	Custom 8º Site Layout	~	You're being tortured by PURGATORY FM Panel month age	
	App	~	Helio to app users!	
	Notifications		Ported 5 months ago - Expined 5 months ago	
	Options		Sit down on this chair. We're taking you on a journey. Panate Smorth ago	
L	Custom Domains Voice Skills		Send notification directly from the Logi Send notification directly from the Logi	
L	Live Rooms		You can schedule and send notifications directly from the Log to your Broadcast Radio supplied appr on Android and XOS. Rened Frontin age - Expert I month age	
	(in) Streams		Check out breakfast to win an Amazon	
	J On Demand		Tune from 7 tomorrow for a chance to win Posted 5 morths ago - Expired 5 morths ago	
	R <sup>R</sup> Users ▷ Playout Integration		Feeling the cold? Pop on down to the studios, you're always assured of a warm Beaud 6 month age	
	Myriad Anywhere Cloud		Send notifications from the Log	
			Send notifications to your Broadcast Radio supplied mobile apps, fullencity from the Log! Pointed 5 months ago - Sprined 5 months ago	
dcast.rai	ADMIN: All Stations dio/station/8/options/app/notifications		Welcome to Purgatory Be sure not to miss Airplay 40, today at 1PM GMT Pareal Finement apo	

This will display a list of recent notifications sent to your apps.

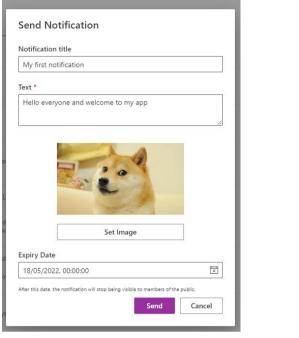
# Sending a new Notification

To send a new Notification to your app users, click on the **Send** button in the top right hand corner of the Notifications page.

Mobile App		
Notifications	_	Send
Search		< Page 1 of - >
Notification		
You're being tortured by PURGATORY FM Posted 3 months ago		

This will open a **Send Notification** window which allows you to add the content for your Notification:

- Notification Name Add a title for your Notification.
- Text Add the text you want to include in your Notification.
- Set Image Add a image from your Media Library or upload a new image.
- **Expiry Date** You can add a date after which your Notification will not be displayed in your app.
- **Send** Sends your Notification to mobile devices with your app installed (and Notifications allowed).





# Multi-Station Apps

If you operate more than one radio station or you have multiple options within a single station (Hot / Hot Gold / Hot 80's etc) then our sales team (<u>hello@broadcastradio.com</u>) will be happy to discuss upgrading your mobile app to allow multiple stations within the same app.



The example above shows an app that has multiple Stations enabled within the single app. Users download and install the 'Purgatory FM' app but the app actually contains all the Purgatory FM sub brands (Purgatory FM, Purgatory Dance, Purgatory 80's & Purgatory 90's) and users can switch between each Station by simply swiping left or right in the Station Selector at the top of the app.

If you want to see how this works you can download the Purgatory apps using the links below.

Purgatory FM - Apps on Google Play

## Purgatory FM on the App Store (apple.com)

When a user switches between stations, the entire app switches to match the options for that station so you can set different background colours, logos and even bottom menu tab options per station.

Once you have agreed a multi-station upgrade for your app, your main Station will become the master and we will setup a Broadcast.Radio account for each of your child stations or sub brands. This allows you to customise the options for each substation and retain the ability to have individual Web Players.

Under the **Settings > App > Options** section in your master station, you will see a new option section entitles **Station Order**.

Station Name	
Purgatory FM	
Purgatory Dance	
Purgatory 80s	
Purgatory 90s	
Purgatory 00s	

This allows you to alter the **order** of the Stations in your app by dragging and dropping them.

You can also add new Stations using the **Add** button. This will list all 'child' Stations available (and not yet displayed).

Purgatory 90s	
Add $\checkmark$	
Stations	nge how stations appear in the app.
Purgatory 00s	
B 14	

To add a Station, select it from the list.

You can also remove a Station from the list using the **Delete** option on the '...' menu.

Purgatory ovs	
Purgatory 90s	
Purgatory 00s	App Settings
·	Delete
Add $\vee$	

You can also access the **App Settings** for that Station to jump straight to the App Settings page for that station.

When you are happy with your changes, click on the **Save** button.

# More help

As your mobile app shares much information with the wider Broadcast.Radio platform, you may find the help articles below helpful in completing your app setup.

- <u>Setup & Manage Your Streaming Broadcast Radio Help</u>
- Building & Editing Your Schedule Broadcast Radio Help
- <u>Setting Up Your Social Media Links Broadcast Radio Help</u>
- <u>Playout Integration Displaying 'Now Playing' information Broadcast Radio Help</u>