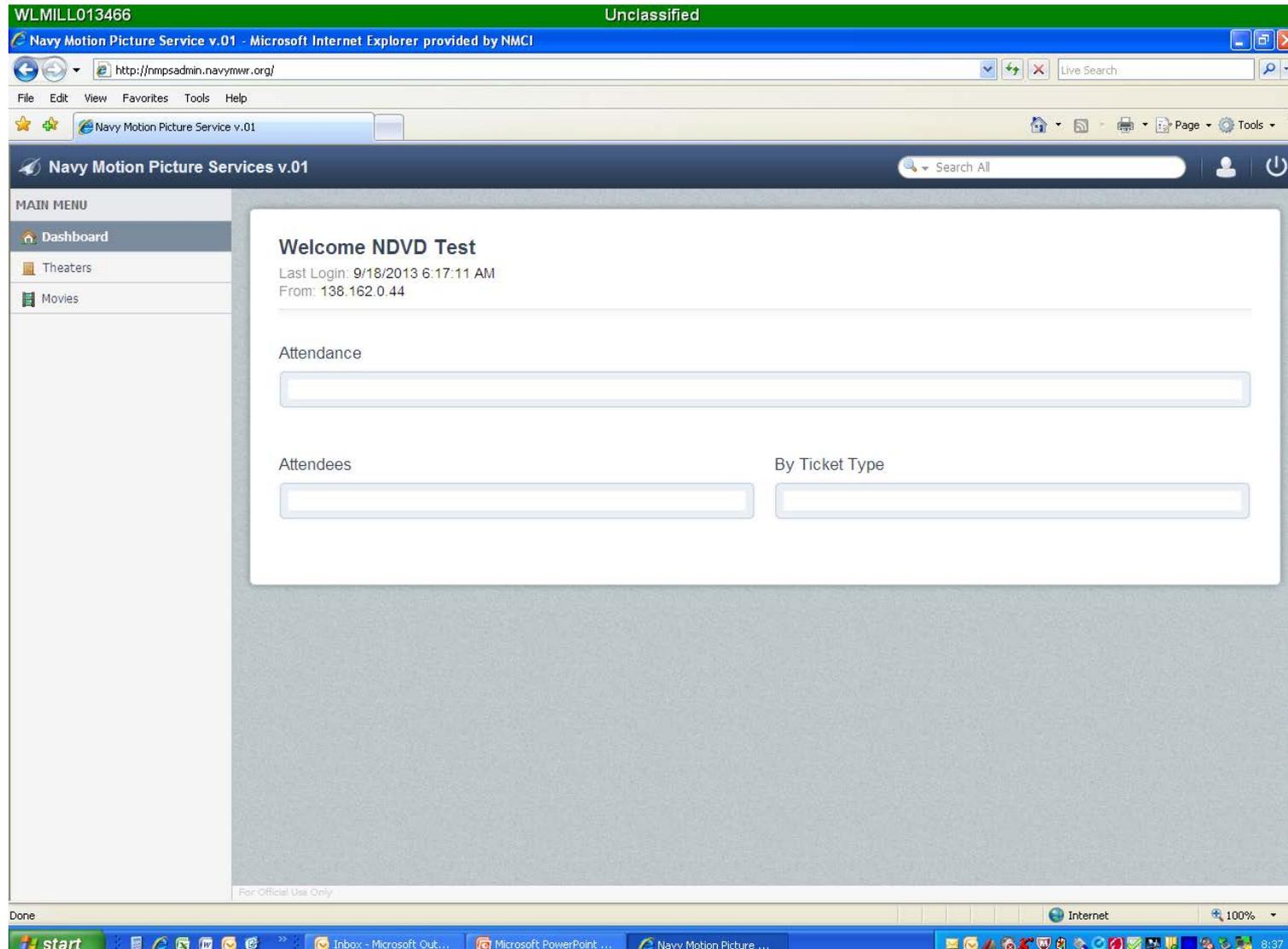


NDVD Admin Site Scheduling Tutorial

- You can now build an online schedule for your NDVD movies at your Liberty Center or other on-base venue that utilizes the Navy's NDVD program.
- To get started, contact NMPS to create a user account for your site.
- The schedule can be viewed on your base or regional website through a one-time link. Instructions are included in this tutorial.
- The schedule will also be visible on your regions phone app.
- Any updates to this site will automatically update your app and regional/base website.

- This is your main page after you log in. Any movie usage information that you track Will be visible here. (This portion is not complete, coming soon!)
- You can click on Theaters to start building your schedule and input info about your facility.
- You can click on Movies to view specific movie information.



Function Selection

After clicking Theaters, this is the page you will come to.

Double click on your location under Title to build your movie schedule.

To view usage information that you have entered, click on the Excel icon.

The screenshot shows a web browser window displaying the 'Navy Motion Picture Services v.01' application. The browser's address bar shows the URL 'http://nmppsadmin.navy.mwr.org/'. The application's main menu on the left includes 'Dashboard', 'Theaters', and 'Movies'. The 'Theaters' section is active, showing a table with the following data:

Title	Last Updated
JACKSONVILLE NAS	9/13/2013 11:17:29 AM

The interface also features a search bar for theaters and a 'View' dropdown menu. The Windows taskbar at the bottom shows the Start button, several open applications (Inbox, PowerPoint, and the current web browser), and the system tray with the time 8:36.

Function Selection

After clicking on your theater in the list, you will see this page. This is where you will schedule your movies.

Below you see 4 options.

*+ button schedules non movie events.

*The button that looks like an eye allows you to preview your schedule and provides you with the web link to link the schedule to your web page.

*The "XML" link allows you to feed the schedule to other sites or for other functions like producing flyers.

*The last one looks like theater curtains. This is where you will access your specific theater information like address and other information.

The screenshot displays the 'Navy Motion Picture Services v.01' web application. The browser window title is 'Unclassified'. The address bar shows 'http://nmpsadmin.navy.mwr.org/'. The application header includes 'Navy Motion Picture Services v.01' and a search field for 'Search NDVD'. The main menu on the left lists 'Dashboard', 'Theaters', and 'Movies'. The current view is for 'JACKSONVILLE NAS' on 'WEDNESDAY, SEP 18, 2013'. The schedule table is titled 'WEDNESDAY 9/18' and lists times from 4:40am to 8:50am. Above the table are four icons: a plus sign (+), an eye, an XML icon, and a theater curtain icon. A red arrow points to these icons. On the right, there is a search field with a magnifying glass icon and the text 'To Search for NDVD Movies type in the Search Field in the top bar.' The Windows taskbar at the bottom shows the Start button, taskbar icons for 'Inbox - Microsoft Out...', 'Microsoft PowerPoint...', and 'Navy Motion Picture...', and a system tray with the time '8:36'.

Edit Theater-Location Details

The first thing you will want to do is set your location information. This is done initially and if there are any changes in the future. The notes section is unlimited and you can add information such as hours of Operation or any other relevant information for your customers.

The screenshot displays the 'Navy Motion Picture Services v.01' web application. A modal dialog box titled 'Edit Theater' is open, showing details for 'JACKSONVILLE NAS'. The dialog box includes the following fields:

- Address 1:
- Address 2:
- Address 3:
- Address 4:
- City:
- State:
- Zip:
- Country:
- Notes:

At the bottom of the dialog box, there are 'Cancel' and 'Save' buttons. A red arrow points to the 'Save' button. The background shows a sidebar with 'MAIN MENU' (Dashboard, Theaters, Movies) and a 'NDVD MOVIES' search section. The Windows taskbar at the bottom shows the Start button and several open applications including 'Inbox - Microsoft Outlook', 'Microsoft PowerPoint', and 'Navy Motion Picture...'. The system clock shows 8:35.

Click Save before leaving this area

Movie Schedule Page

Two scheduling functions are available. You can schedule NDVD movies.
You can also schedule non-movie events at your facility.

Select the day you want to schedule here.
Click on the day to pull up a calendar or use the
Arrows to scroll forward or backward

Search movie titles here to add to your
NDVD movie list. Once found, hit enter to
add them to your scheduling list.

The screenshot displays the 'Navy Motion Picture Services v.01' web application. The browser window title is 'Navy Motion Picture Service v.01 - Microsoft Internet Explorer provided by NMCI'. The address bar shows 'http://nmppsadmin.navy.mwr.org/'. The page header includes 'WLMILL013466' and 'Unclassified'. The main navigation menu on the left lists 'Dashboard', 'Theaters', and 'Movies'. The main content area shows a calendar for 'JACKSONVILLE NAS' on 'WEDNESDAY, SEP 18, 2013'. The calendar grid lists times from 6am to 10:10am. To the right of the calendar is a search bar labeled 'Search NDVD' and a section titled 'NDVD MOVIES' with a magnifying glass icon and the text 'To Search for NDVD Movies type in the Search Field in the top bar.' Two red arrows point to the date selector and the search bar.

Movie Schedule Page

Notice the list of movies. After searching, you can select your titles. They will appear in your NDVD list until you finish this scheduling session. You will begin a new search/list the next time you log into the system. To schedule these titles, ensure you have the correct day (am/pm) on the calendar feature. And drag them to the desired time on that day. The movies can be adjusted up and down the calendar by dragging the movie title.

The screenshot displays the Navy Motion Picture Services v.01 web application. The interface includes a navigation menu on the left with options for Dashboard, Theaters, and Movies. The main content area shows a calendar for Wednesday, September 18, 2013, with a time slot grid from 7am to 11:10am. On the right side, there is a list of available movies under the heading 'NDVD MOVIES'. A large red arrow points to this list, which contains the following titles: After Earth, Training Day, How You See Me, Mystic River, Star Trek: Into Darkness, Armageddon, and Man on Fire. The browser window title is 'Navy Motion Picture Service v.01 - Microsoft Internet Explorer provided by NMCI' and the URL is 'http://nmppsadmin.navy.mwr.org/'. The Windows taskbar at the bottom shows the Start button and several open applications including Microsoft Outlook, Microsoft PowerPoint, and the Navy Motion Picture Services application.

Movie Schedule Page

After dragging the movie to your schedule, you can adjust the time by moving it up and down the calendar. The dark block is the full run time of the movie.

When you hover your mouse over the scheduled movie, a film icon and x appear in the upper right corner.

Click on the film icon to read the synopsis information.

Click on the x to remove that movie from your schedule.

Ensure you have the correct time scheduled am/pm

The screenshot displays the 'Navy Motion Picture Services v.01' web application. The interface includes a main menu on the left with options for Dashboard, Theaters, and Movies. The central area shows a calendar for 'WEDNESDAY, SEP 18, 2013' with a movie 'Mystic River' scheduled from 5:00 PM to 7:20 PM. The movie details include a rating of PG-13 and a runtime of 140 minutes. On the right side, there is a list of 'NDVD MOVIES' including 'After Earth', 'Training Day', 'Now You See Me', 'Mystic River', 'Star Trek: Into Darkness', 'Armageddon', and 'Mystic Fire'. A red arrow points to a box next to 'Mystic Fire' with the text 'Click on this box to input Movie attendance'.

Click on this box to
input
Movie attendance

Movie Schedule Page

To track your usage data this is the screen that will appear.
Input your attendance numbers here.

The screenshot displays a web browser window with the address bar showing `http://nmpsadmin.navy.mwr.org/`. The page title is "Navy Motion Picture Service v.01". The main content area is titled "Edit Showtime" and features a sidebar menu with "MAIN MENU", "Dashboard", "Theaters", and "Movies". The central panel shows details for the movie "Mystic River", including a showtime of 05:00 PM and a date of 09/18/2013. Below this is a table for attendance tracking:

Ticket Type	AD Tickets	Adult Tickets	Child Tickets
NDVD Attendance			

Below the table, a note states: "Changes to your ticket names/prices in this section only impact this specific screening. To make permanent changes to your ticket prices please visit your Theater Detail page to update your default prices." At the bottom of the page, it says "For Official Use Only". The Windows taskbar at the bottom shows the Start button, several open applications (Inbox, PowerPoint, Navy Motion Picture), and the system tray with the time 8:31.

Non-Movie Scheduling

Any type of event can be added here with any information needed
By clicking on the “+”.

The screenshot shows the Navy Motion Picture Service v.01 web application interface. The browser window title is "Navy Motion Picture Service v.01" and the address bar shows "http://nmppsadmin.navy.mil". The page header includes "Unclassified" and "Internet Explorer provided by NMCI". The main navigation bar features a search field for "Search NDVD" and a date selector for "WEDNESDAY, SEP 18, 2013". A red arrow points to a "+" button in the top navigation bar. The main content area displays a scheduling grid with time slots from 6am to 10:10am. A modal window titled "Add Custom Item" is open, showing a form for "Liberty Ski Trip". The form includes a "Start Time" dropdown set to "9:00 AM", an "End Time" dropdown, and a "Description" text area containing the text: "Ski Trip spots are limited. Sign up at the front desk of the Liberty Center. Bus leaves promptly at 9:00 am." The modal also features "Cancel" and "Save" buttons and the text "For Official Use Only".

Non-Movie Scheduling

The event gets populated into your schedule with all notes visible

The screenshot displays the Navy Motion Picture Service v.01 web application interface. The browser window title is "Navy Motion Picture Service v.01 - Microsoft Internet Explorer provided by NMCI". The address bar shows "http://nmpsadmin.navy.mwr.org/". The application header includes "Navy Motion Picture Services v.01" and a "Search NDVD" field. The main content area is titled "JACKSONVILLE NAS" and shows the date "WEDNESDAY, SEP 18, 2013". A sidebar menu on the left contains "Dashboard", "Theaters", and "Movies". The main schedule area is titled "WEDNESDAY 9/18" and lists times from 6am to 10:10am. A green event block is visible for the 9:00 - 10:00 slot, titled "Liberty Ski Trip". The event details are: "Ski Trip spots are limited. Sign up at the front desk of the Liberty Center. Bus leaves promptly at 9:00 am." A search instruction on the right says: "To Search for NDVD Movies type in the Search Field in the top bar." The Windows taskbar at the bottom shows the Start button, several open applications (Inbox - Microsoft Outlook, Microsoft PowerPoint, Navy Motion Picture Service), and the system tray with the time 8:40.

WLMILL013466 Unclassified

Navy Motion Picture Service v.01 - Microsoft Internet Explorer provided by NMCI

http://nmpsadmin.navy.mwr.org/

File Edit View Favorites Tools Help

Navy Motion Picture Service v.01

Navy Motion Picture Services v.01 Search NDVD

MAIN MENU

- Dashboard
- Theaters
- Movies

Back JACKSONVILLE NAS

WEDNESDAY, SEP 18, 2013 Today <>> NDVD MOVIES

WEDNESDAY 9/18

6am	
6:10am	
6:20am	
6:30am	
6:40am	
6:50am	
7am	
7:10am	
7:20am	
7:30am	
7:40am	
7:50am	
8am	
8:10am	
8:20am	
8:30am	
8:40am	
8:50am	
9am	9:00 - 10:00
9:10am	Liberty Ski Trip
9:20am	Ski Trip spots are limited. Sign up at the front desk of the Liberty Center. Bus leaves promptly at 9:00 am.
9:30am	
9:40am	
9:50am	
10am	
10:10am	

To Search for NDVD Movies type in the Search Field in the top bar.

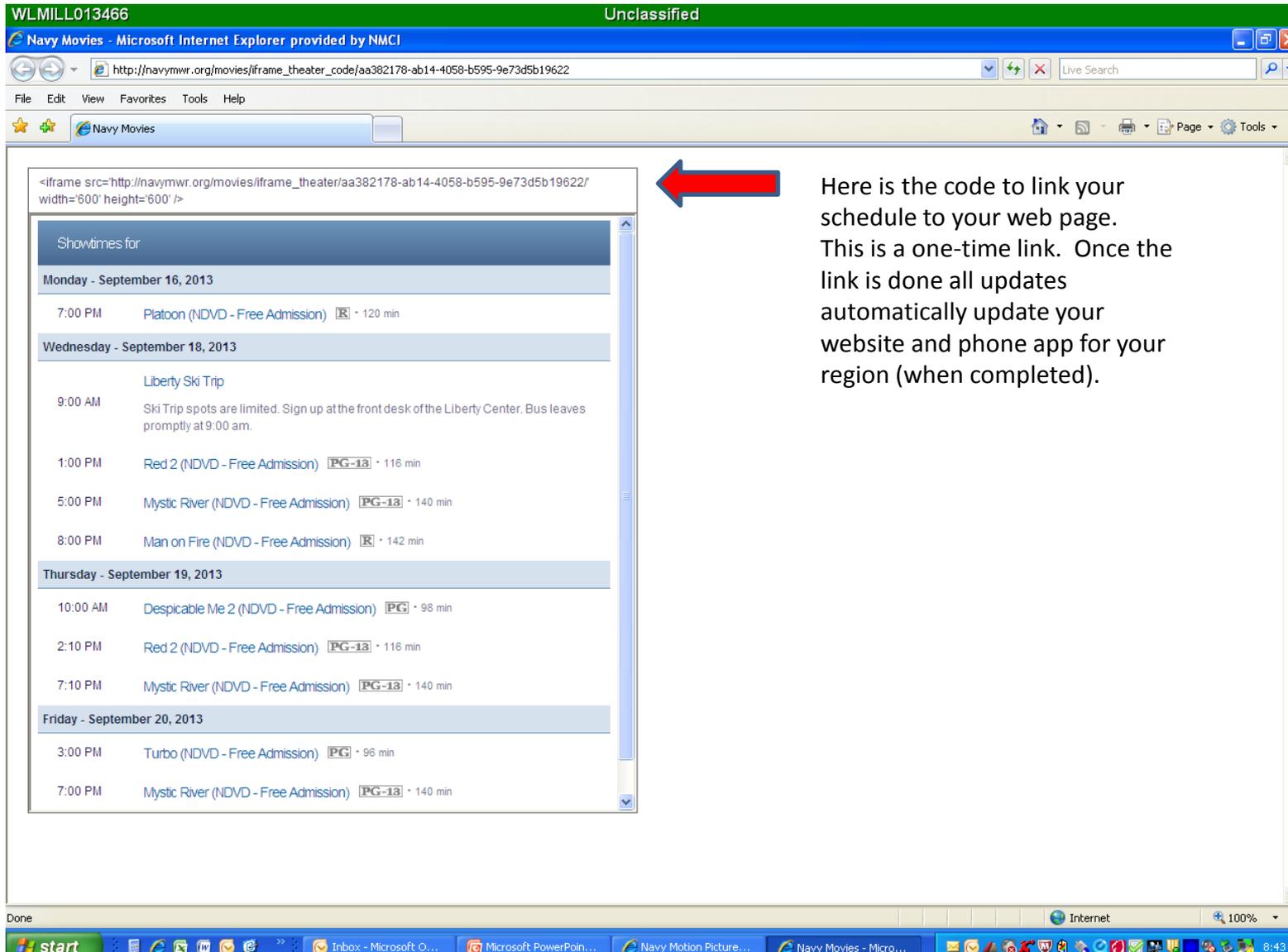
For Official Use Only

Done Internet 100%

start Inbox - Microsoft Out... Microsoft PowerPoint... Navy Motion Picture ... 8:40

Scheduling Review and Web link

To review your schedule, click the eye ball icon.
This is what your schedule preview looks like.



The screenshot shows a Microsoft Internet Explorer browser window displaying a movie schedule preview. The browser's address bar shows the URL: `http://navymwr.org/movies/iframe_theater_code/aa382178-ab14-4058-b595-9e73d5b19622`. The page content is an iframe containing a schedule for the week of September 16, 2013, to September 20, 2013. A red arrow points to the top of the iframe, which contains the following code:

```
<iframe src='http://navymwr.org/movies/iframe_theater/aa382178-ab14-4058-b595-9e73d5b19622/' width='600' height='600' />
```

The schedule preview shows the following details:

- Monday - September 16, 2013**
 - 7:00 PM: Platoon (NDVD - Free Admission) [R] · 120 min
- Wednesday - September 18, 2013**
 - 9:00 AM: Liberty Ski Trip
Ski Trip spots are limited. Sign up at the front desk of the Liberty Center. Bus leaves promptly at 9:00 am.
 - 1:00 PM: Red 2 (NDVD - Free Admission) [PG-13] · 116 min
 - 5:00 PM: Mystic River (NDVD - Free Admission) [PG-13] · 140 min
 - 8:00 PM: Man on Fire (NDVD - Free Admission) [R] · 142 min
- Thursday - September 19, 2013**
 - 10:00 AM: Despicable Me 2 (NDVD - Free Admission) [PG] · 98 min
 - 2:10 PM: Red 2 (NDVD - Free Admission) [PG-13] · 116 min
 - 7:10 PM: Mystic River (NDVD - Free Admission) [PG-13] · 140 min
- Friday - September 20, 2013**
 - 3:00 PM: Turbo (NDVD - Free Admission) [PG] · 96 min
 - 7:00 PM: Mystic River (NDVD - Free Admission) [PG-13] · 140 min

Here is the code to link your schedule to your web page. This is a one-time link. Once the link is done all updates automatically update your website and phone app for your region (when completed).