



Renault Broadcast - Room User Guide

1. Register

- Logon the Renault Broadcast Room at www.thenewsmarket.com/renault.
- New users ? Register in the 'New Users' section, following the steps.

NOTE to ensure fast approval, register with your media outlet email-address, not an ISP address like Hotmail or Yahoo.

2. Finding and previewing content

- Once logged in, the system will take you to the “ **Multimedia PressPacks**” section.
- Select content type (**Multimedia PressPacks, Video and Documents Library**) on left hand navigation and drill down using category filters /date.
- Click the “Play” icon to preview video clips.

3. Ordering content

- To order, add content to your cart by clicking the **add-to-cart** button.
- After you have added all content you are interested in to your cart, you can begin the **checkout** process. You can either click on **Proceed to checkout**, or on **My Cart** button on the top right margin.
- Check Out (3 steps)
 - **Verify order:** Verify the assets that you're ordering
 - **Verify delivery info:** Video content can be delivered in 3 ways
 - • **Digital** broadcast standard MPEG2 files are pushed to the station's server by **the newsmarket**. You will need to provide us with your server's ftp address
 - • **Digital Pull** - broadcast standard MPEG2 files are moved to a folder on **the newsmarket's** FTP servers.
 - You will receive a first email confirming your request and a second email with a link to this folder. Click on the link and save the files to your hard-drive
 - • **Beta SP and DVD** - hardcopy tape or DVD via courier
 - Non-video items can be downloaded directly from the cart
 - **Complete checkout**

4. Contacts

If you have ANY questions, please contact:

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