

Auto Presentation Switcher Mac User Guide

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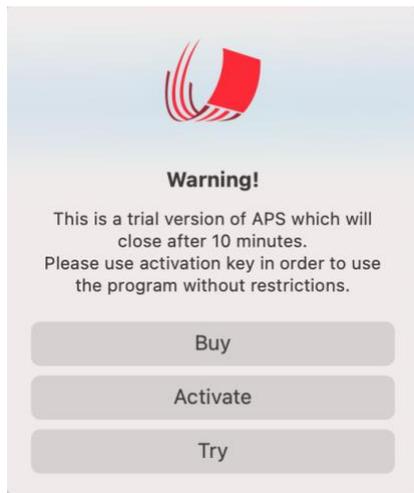
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Introduction

Auto Presentation Switcher (APS) is a software presentation switcher that allows you to switch, display and close presentations and still-images using network-commands and keyboard-shortcuts.

Presentation-control works with Keynote, PowerPoint and PDF-files.

1. Licences



1.1 Trial-mode and activation

When the app starts for the first time it will enter trial-mode. In this mode the app will work normally for 10 minutes and then close. To use the app without restrictions, licenses must be installed. Licenses can be bought from our website .

To install the license, copy the licence-key to the activation-menu and push “activate”. Activation requires internet-connection.

This menu can be accessed when starting the program in trial mode. On the first popup-menu, push “activate”, then follow steps above.

1.2 Remove the license

The licence can be used at 1 Mac at the same time. It is possible to remove the license to use it on another Mac. To do so, open the “activation” menu from the top taskbar and push “release”. Now you can use the same license-keycode on another Mac. Note that this operation requires internet-connection.

If you accidentally uninstall the app before releasing the license, then you need to re-install the program to release the licence. Uninstalling the program doesn't remove the program-license from the Mac.

1.3 Uninstalling

To uninstall simply drag the app-icon to the trashcan

2. Compatibility



OS:

Mojave, Catalina, Big Sur or Monterey

CPU architecture

APS works natively on both Apple silicon and Intel CPU-architecture. It should be compatible with all modern macs.

Programs and file-extensions



Keynote

.key



Powerpoint

.pptx, .pps, .pptm and .ppsm. We recommend using .pptx if possible.



Google Chrome and Adobe Acrobat DC

.pdf files can open in either on these programs.

Still-images

Jpeg or PNG files

Presentation-software version compatibility

In general we recommend updating to the latest versions of these programs listed above. APS Mac may work with older versions of presentation-software, but performance can't be guaranteed

3. Security and privacy settings

Most of the operations in APS requires user-permissions. This means that the you must allow APS to control the mac in different ways.

3.1 Screen-recording

When you open the program for the first time, this popup-window will appear:



Push the button to open System Preferences.



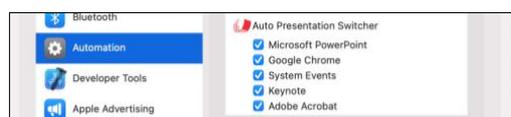
Here you will need to do the following:

- Click the lock to make changes. Enter password
- Push the + sign and add Auto Presentation Switcher from the file-menu
- If this is successful then you will be asked to re-open the program. This will be done automatically after you accept.

Screen-recording is necessary for capturing images, seamless switching and the freeze-command.

! *You also need to set this permission again when upgrading from earlier versions. Then you might see that APS is already on the list of apps with screen-recording permissions, but this is from a previous version. What you should do then, is to delete this from the list, then select APS again.*

3.2 Permissions for presentation-control



The first time you use a shortcut trying to automate a new program for presentation-control, your Mac will display popup-windows asking for

permissions. Press “allow” in order to use the shortcuts.

There are three types of permissions that your Mac will ask for:

Automation

APS Mac relies on the ability to control operations in other programs.

Files and folders

APS Mac wants to access files on your Mac. If you choose to give APS Mac “full disc access”, you will let APS Mac access all files on your computer without asking for permission first.

Accessibility

This needs to be enabled in order for our app to press keystrokes in other programs.

Changing permissions manually

If you push “don’t allow” on any of these popup-windows, you can always change these permissions later.

Go to:

System preferences- Security & Privacy- Privacy.

Find the permissions on “Files and folders”, “Automation” and “Accessibility.”

Make sure that all boxes are checked next to or below Auto Presentation Switcher.

Please note that this program will not work properly with guest-user login.

4 Control presentations

4.1 Preparing presentations

1. Put the presentations you want to display in one folder. Leave all other files outside this folder, or put them in a sub-folder.
2. Rename the filenames of the presentations so that they are sorted

alphabetically or numerically in the order they will be displayed. We use the same sorting as in Finder when sorting by “Name”.

Example:

Name	Size	Kind
1 John	307 KB	Keynote
2 Laura.pptx	33 KB	PowerP...n (.pptx)
3 Mohammad.pptx	33 KB	PowerP...n (.pptx)
4 Vladimir	323 KB	Keynote

Or you could use the time of the day:

Name	Size	Kind
0930 John	307 KB	Keynote
1000 Laura.pptx	33 KB	PowerP...n (.pptx)
1030 Mohammad.pptx	33 KB	PowerP...n (.pptx)
1100 Vladimir	323 KB	Keynote

Tip: To confirm that your sorting is correct, push the “name” button in Finder until files are sorted from lowest to highest. This same sorting will be used for APS.

4.2 Window-focus

The commands for presentation-control always work with the file that has «window-focus» in your Mac. The displayed presentation in “window-focus” when spacebar or right-arrow advances to the next slide in that presentation. This means that if you accidentally mouse-click on another program while the presentation is shown, these shortcuts won’t work. (but neither will the regular presentation-clicker)

4.3 Displaying presentations

Open the first file you want to display.

Command + uparrow will put this in fullscreen, or you can use the method provided by the presentation-program.

4.4 Switching between presentations

When in fullscreen there are 3 new shortcuts available:

Command + right arrow will close the current presentation, then open and display the next presentation. If presentation is the last in the folder, the presentation will close only.

Command + leftarrow will close the current presentation, then open and display the previous presentation. If presentation is the first in folder. the presentation will close only.

Command + downarrow will close the current presentation and open the next presentation (without putting it in fullscreen)

4.5 Closing presentations

Command + option + uparrow will close all controllable presentation-files except the one currently displayed. It will only work if:

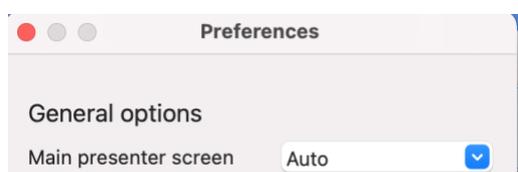
- Powerpoint or Keynote files are in slideshow-mode(fullscreen) or PDF-files are displayed.

Exceptions:

- Google Chrome files are never closed using this shortcut.
- If another opened file has the same filename as the one currently displayed, this file will not be closed. In this case these files will always be in different folders.

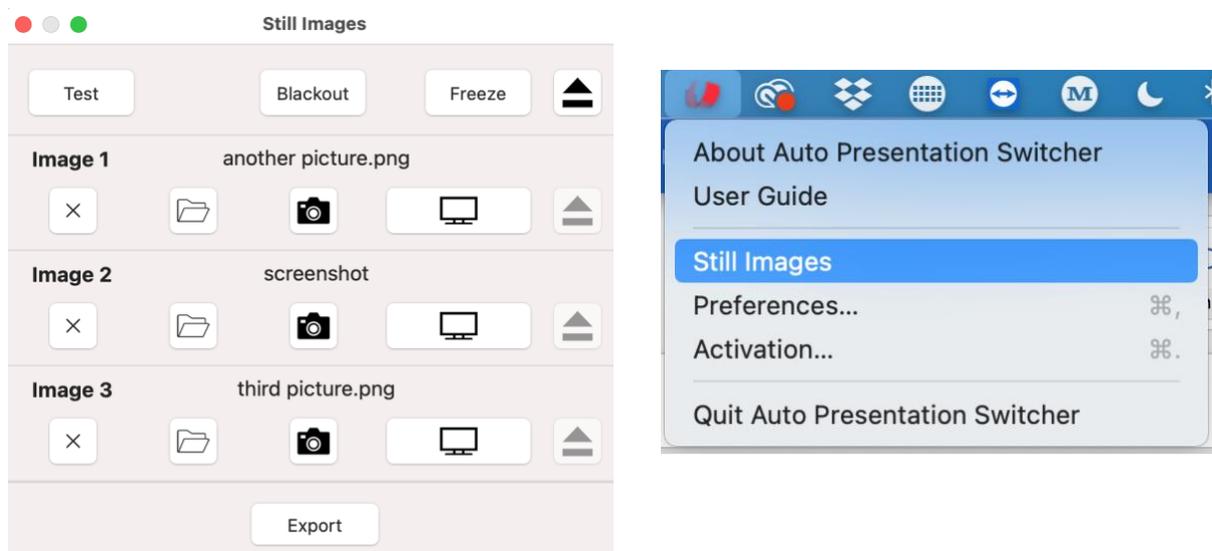
5 Display images (*New in v.2!*)

5.1 Main presenter screen



Before displaying images you should make sure that the images are displayed in the correct monitor. This can be done from the Main Presenter Screen in the main options menu. The default option is “auto”. With this option, when two or more screens are connected, the main presenter screen is never the primary screen. (thus, if you use two monitors and only want to display what is on the external monitor, then you don’t need to change this option) You can also choose manually between any of the connected screens.

5.2 Still-images menu



The menu for still-images is found in the top menu-bar. From this menu you can display premade images and screenshots. The buttons are explained below

Display color bars

Display black screen

Take a screenshot of the Main Presenter Screen and display that as an image

Image 1-10

There are 10 user-configurable images that can be displayed. They can be set in 2 different ways:



Load image from file. This button also works with drag and drop.



Take a screenshot of the Main Presenter Screen and load this as the selected image

These options will override what was previously selected. To delete the selection press 

Other buttons:



Display the selected image. When displayed the button will lit red.



Eject the image so that no APS-image is displayed. You can push any of these buttons to perform the same command

! Note the difference between this button and delete: “Eject” will not delete the image from the harddrive.



Export images 1-10 in folder you choose on your Mac

5.23 Keyboard-shortcuts for still-images

Ctrl + shift + 1 or 2: Display image 1 or 2

Ctrl + shift + 3 or 4: Take screenshot and load this as image 1 or 2

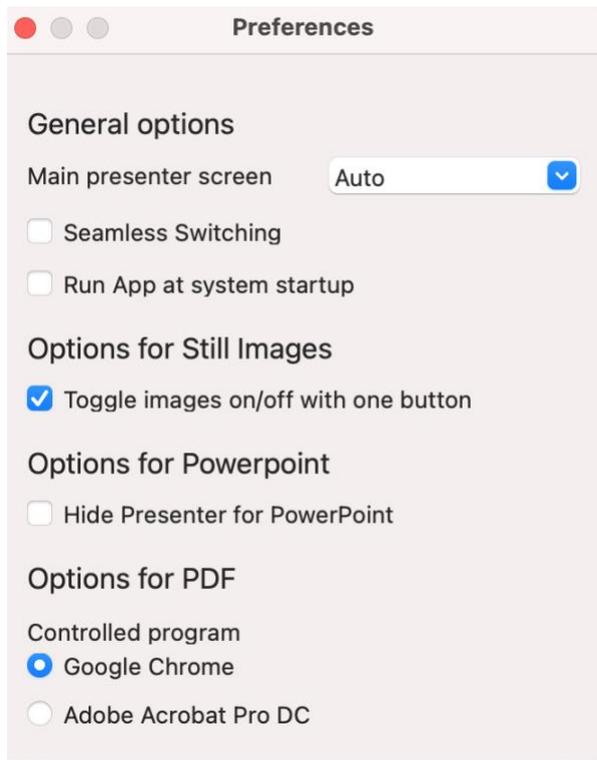
Ctrl + shift + 3: Display test-image

Ctrl + shift + 4: Display black image

Ctrl + shift + esc: Eject images

6 Preferences

The preferences-menu can be accessed from the top menu-bar when the app is opened.



6.1 General options

Main Presenter Screen

This sets the screen when:

- displaying PDF-files using APS-methods
- using seamless switching. The seamless switching method will only work on the screen selected here.
- displaying images

The Auto setting automatically sets the extended screen as the main. In most cases people use the extended screen to display presentations, and in those cases the auto-setting will work fine. If more than two screens is connected to your Mac, it is necessary to choose this screen manually instead.

! This option does not change the screen where Powerpoint and Keynote presentations are displayed. This can be changed from their own preference menus.

Seamless Switching

With this option on, switching between Powerpoint and Keynote presentations will look like cut-transition between slides. (works with ppt-ppt, ppt-keynote, keynote-ppt and keynote-keynote)

The way this method works, is that a screenshot of the current slide is

displayed while the transition is taking place

Run App at system startup

Enable this option to always start the program when logging in to your account. By default this option is turned off.

6.2 Options for still images

Toggle images on/off with one button

When activated the same button and command can be used to turn on and off the image.

6.3 Options for Powerpoint

Hide presenter

For Powerpoint we have one user-setting. This option decides whether or not presenter-view will be used when more than one screen is connected. It only applies when using our commands.

! Please be aware that this option bypasses the similar option in the Powerpoint menu. This means that the setting in the Powerpoint preferences menu, "Always start presenter with two displays", does not apply when using APS-shortcuts to display presentations. Secondly, the settings in the APS-menu does not apply when using regular powerpoint-methods to put files in slideshow-mode

6.4 Options for PDF

Controlled program

There are two applications that this program can use to control PDF-files: Google Chrome and Adobe Acrobat DC.

If both applications are installed on your Mac, you must choose one of them.

Please note that Adobe Acrobat DC is the paid version of Acrobat. APS PC is not compatible with Adobe Reader

7 Working with PDF

7.1 Set the default pdf-program for Mac

When using PDF, we strongly recommend setting the controlled program to be the default program to open PDFs on your Mac. This will ensure that you always use the shortcuts with the controlled program. To do this follow these

steps:

On any PDF on you Mac, right click and choose "Get info".

Choose "Open with" to the controlled program.

Push "Change All"

7.2 Preparations when using Google Chrome

1. Install Google Chrome

2. To display pdf-files properly in fullscreen, we rely on an extension called PDF.js. The extension can be found here:

<https://chrome.google.com/webstore/detail/pdf-viewer/oemmndcbldboiebfnladdacbfdmadadm?hl=en>

Use Chrome to open this link. Push installer-link top right corner on the webpage.

Then go to this page using Google Chrome:

<chrome://extensions/?id=oemmndcbldboiebfnladdacbfdmadadm>

Put a check before "Allow access to file URLs". This will allow the plugin-extension to be used with the local files on your Mac.

8 External control

It is possible to trigger our commands using external boxes and devices. There are two types of methods you can use:

8.1 Keyboard-extendere

You can set up keypads and presentation-clickers to perform the keyboard-shortcuts that trigger our commands. Then you can have dedicated buttons to perform the shortcuts using command as key-modifier.

8.2 Network-commands and Companion software

APS has an tcp-ip server that listens for network-commands. It is possible to trigger all our actions using these commands.

By using Companion software with Elgato Stream Deck keypads, this connection can be set up in an easy way.

In the Companion-user interface you can find our module for APS under our company "PresentationTools". If APS is running on the same network as Companion, you will be able to connect to our software.

More information about Companion can be found here:

www.bitfocus.io

8.3 Manual TCP/IP control

With Companion the tcp/ip control is set up automatically, but it is also possible to control using other types of software and hardware. For a detailed list of TCP/IP network-commands working with APS, please send us a mail at info@presentationtools.com

8 More info

Website: <https://presentationtools.com/>

We also put some instructional-videos on our Youtube-channel:

<https://www.youtube.com/channel/UCTqGREnR9V4keDzRjyDmujg>

Contact:

info@presentationtools.com