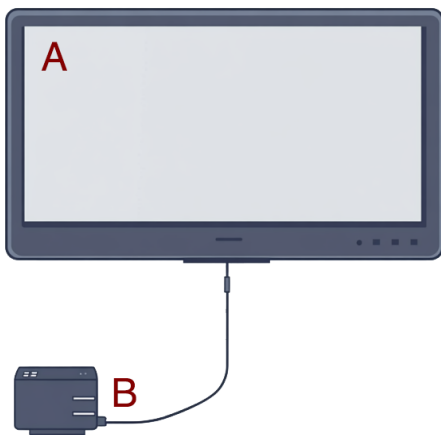


## Request a New Digital Sign

Stephanie Obodda - 2024-12-04 - Comments (0) - Digital Signage

Brown has an [enterprise digital signage system](#) on campus. Departments manage their own signs and content but the content management system is managed by OIT.

We recommend that you **involve your department's IT support person** (ITSC or DCC) in this process to ensure it goes smoothly.



A digital sign is made up for a display (A) and a player (B). These need to be ordered separately:

### Ordering a Display Screen (A)

If you don't yet have a TV screen, **contact our AV vendor Shanix at [HeathT@shanix.com](mailto:HeathT@shanix.com) to discuss** your objectives and options. They will assess the location, discuss your needs, and offer you a quote for the screen and installation.

***Why can't you use a regular TV?*** Digital signage displays are rated for 24/7 display, are generally brighter, and have a comprehensive warranty that includes commercial use. Regular TVs won't last long and digital sign use will void the warranty.

### Ordering a Chromebox Player (B)

Immediately after ordering the display, email [oit-hardware-services-request@brown.edu](mailto:oit-hardware-services-request@brown.edu) and include the following information:

- Department
- Cost center / Worktag to charge
- Building name
- Building address
- Room number or location inside the building (example: first floor, main hallway near

elevator)

- Contact who will be picking up the player from OIT - if Shanix is installing the screen, they can also pick up your player
- Contact who will put content on the sign
- Technical contact (department ITSC / DCC)

### **Associated Costs**

OIT pays for the digital signage software. However, there are some costs associated with setting up a new sign. These one-time costs include:

- Purchasing and installing the TV (if one is not already there) and sign player
- If applicable, running power to the sign location
- If applicable, installing a network connection at the sign location (only needed if wifi is not available)

**Budget for Replacements:** You can get a 5 year warranty for the TV, and Chromeboxes come with a 1 year warranty. Because of the intense usage of a digital sign, you typically have to replace the Chromebox every 3-5 years.

### Management and Access

If you already have a sign but need access to post content, you can submit a [Computing Accounts Access Request Form](#) and choose Digital Signage from the list of applications.

### Support and Resources

As your sign is set up, you will also want to familiarize yourself with the system - a good place to start is the article [Get Started with Digital Signage](#). We also urge you to read Brown's [Digital Signage Protocol](#) and [Best Practices](#) documentation before creating content.