grass valley
A BELDEN BRAND

GV CONVERGENT

Version 1.5.0

Quick Tour of Admin Tasks

13-00952-040 AA

2018-05-29

www.grassvalley.com

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Title	GV Convergent Version 1.5.0 Quick Tour of Admin Tasks
Part Number	13-00952-040 AA
Revision	29-05-2018, 16:06

1 Getting Started with GV Convergent Admin

The purpose of this guide is to provide a brief introduction to GV Convergent Admin interface and its features.

GV Convergent Documentation

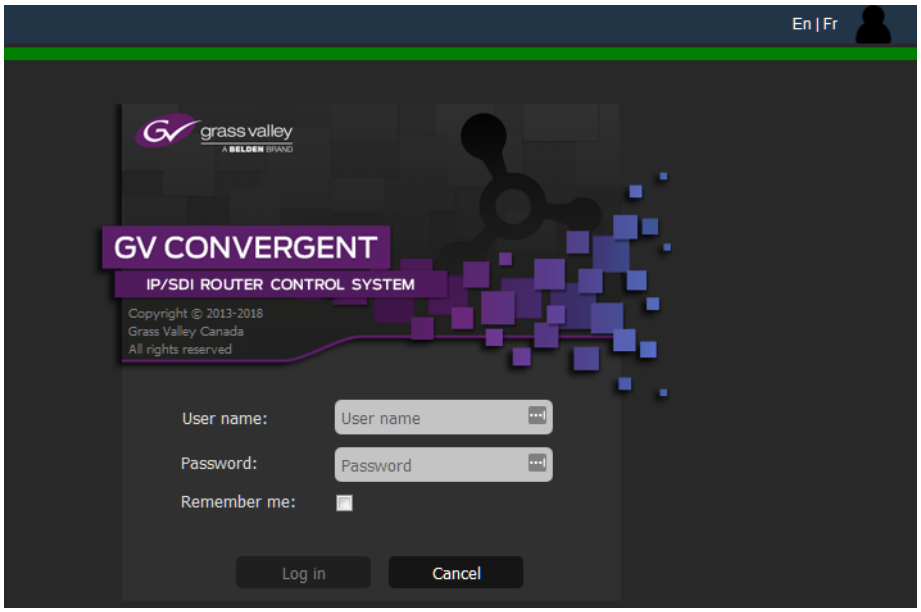
Other GV Convergent Client guides include:

- GV Convergent Release Notes
- GV Convergent A Quick Tour of the Client Tasks

Logging in to GV Convergent Admin Interface

Access the GV Convergent Admin interface as follows:

1 Enter the GV Convergent server's IP address into the address bar of your web browser.
The GV Convergent Admin login screen appears.



2 Enter your login credentials. The default login is *admin* / *admin*.
GV Convergent Admin Stage interface opens.

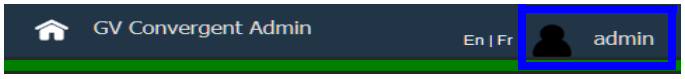
Switching User Profiles

From GV Convergent Admin Stage or any open task, you can switch to another user profile.

> **Note**: Before switching to another user profile, ensure that you have the required user name and password.

To switch to another user profile

1 Click on the user profile name at the top right of GV Convergent Admin.



The Log out window appears. It displays a confirmation message.

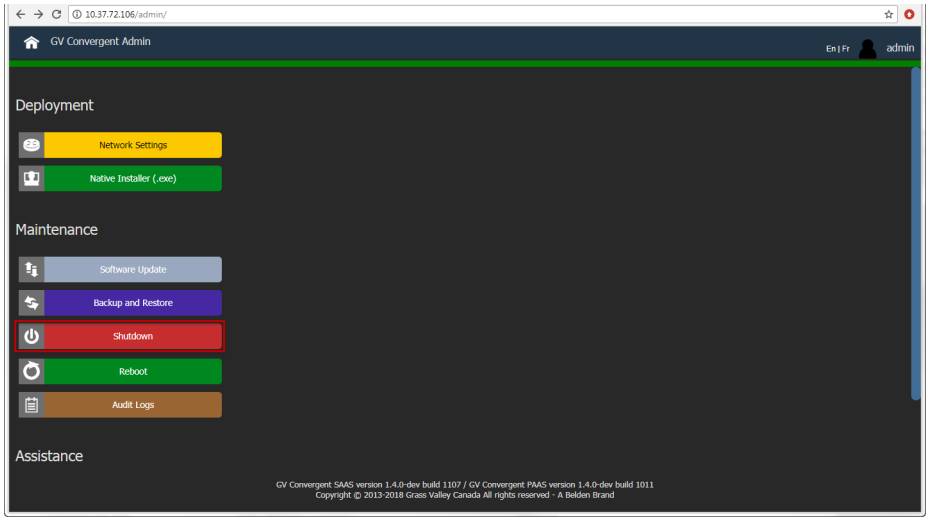
2 Click **Log out** to continue.

The Log in screen appears.

3 Enter the login credentials, for the user profile, in the **User name** and **Password** fields.

4 Click **Log in**.

GV Convergent Admin Stage interface opens.



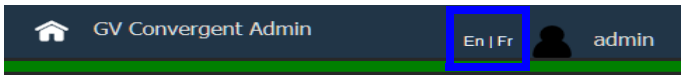
Note: Some options shown above are not available to users with a non-administrator role. All users will have access to the audit logs and to the download of the GV Convergent Client.

Switching the Interface Language

From GV Convergent Admin Stage or any open task, you can switch the interface language.

To change the language from English to French or Vice Versa

1 Click on *En* or *Fr* at the top right of GV Convergent Admin to change the interface to English or French.



The interface changes language.

2 Deployment Tasks

The deployment tasks include:

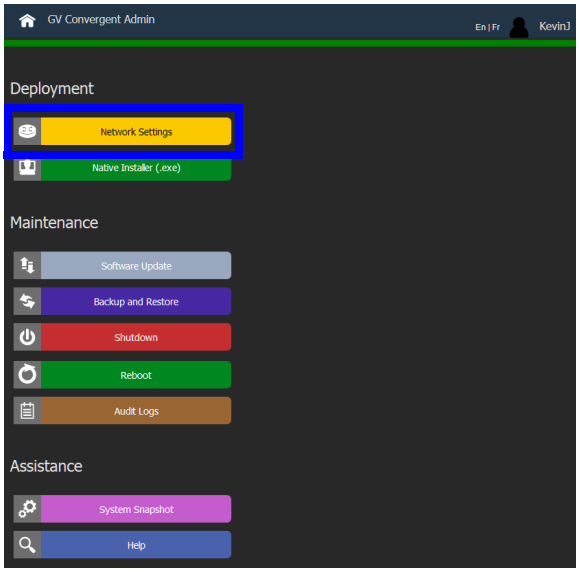
- Network Settings
- Native Installer

Network Settings

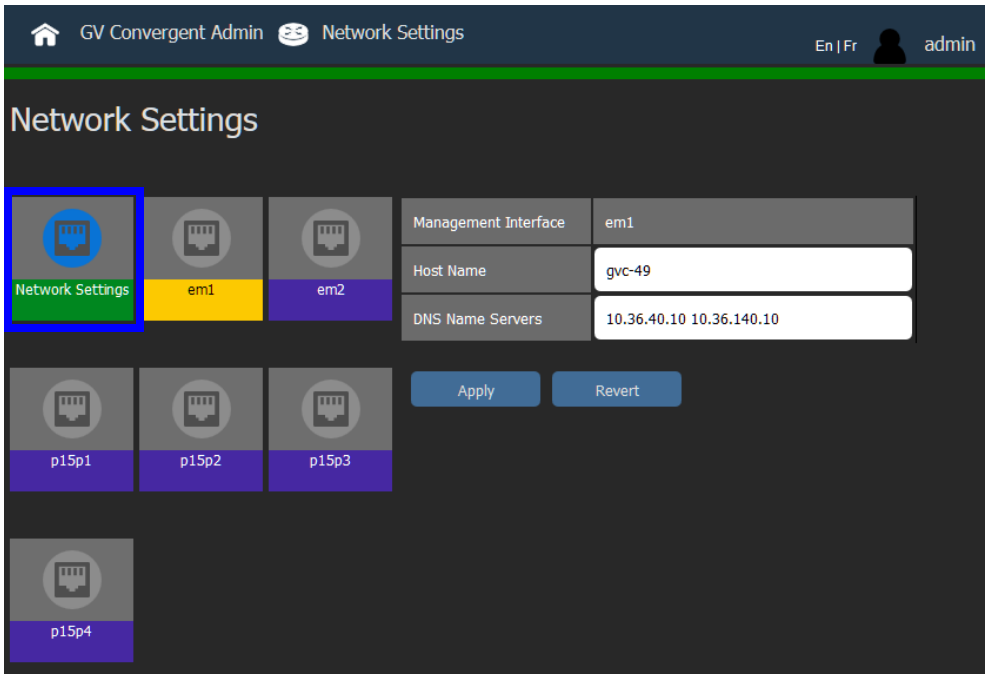
You define the GV Convergent Network Settings when you set up a GV Convergent server. For information on defining the GV Convergent network settings at deployment, refer to the *GV Convergent Quick Start guide*.

To access the Network Settings task

1 Log in to GV Convergent Admin. See Logging in to GV Convergent Admin Interface, on page 5.



2 Click **Network Settings**.



The Network Settings main screen is shown. A number of tiles are shown: the Network Setting tile is where the server's host name and DNS servers are set. The remaining tiles each represent a network port on the server.

3 Click a tile and set the network configuration parameters, then click **Apply**. Repeat for each network connection.

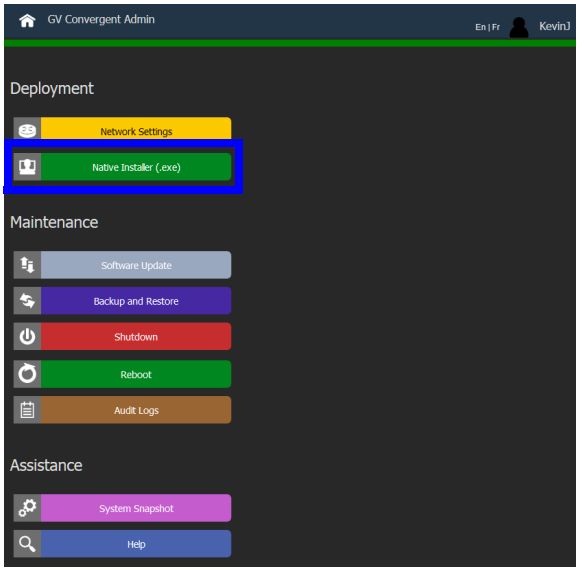
Network Parameter	Description
Host Name	The network name that uniquely identifies this GV Convergent server.
DNS Name Servers	The IP address for one or more Domain Name System (DNS) servers separated by spaces.
Interface name	The name from the server's hosts file for this network interface.
Description	A free text field that allows you to better describe the use for the network interface.
HW Address	The network interface's MAC address.
Status	The current network interface's operating status: UP: packets are being sent and received on this network port. DOWN: communication is lost. Check the network cable connection to this port.
IP Address	The network interface's address that uniquely identifies this port to the network.
Network Mask	The subnetwork mask for the connected network that defines the range of local IP addresses.
Gateway	The IP address of the connected switch or router.

Installing GV Convergent Client

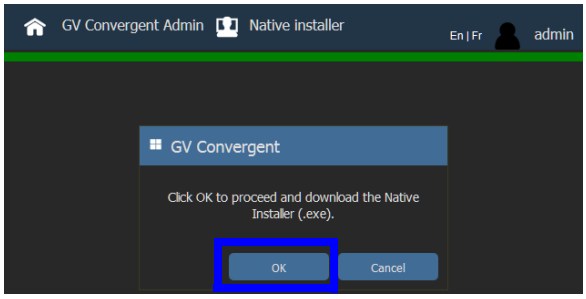
The GV Convergent client is where a user accesses the GV Convergent application. The GV Convergent client runs on a PC and connects through the network to the GV Convergent server.

To access the native installer task

1 From the PC on which you want to install the GV Convergent application, log in to GV Convergent Admin. See Logging in to GV Convergent Admin Interface, on page 5.



2 Click the **Native Installer** tile.



3 Click **OK**.

Your browser will ask to save a file.

4 Click **Save File**.

5 Once the download is complete, double-click the file to run it.

6 Follow the software installer instructions to complete the installation.

7 From the PC's Start menu, run the GV Convergent Client application.

For more information about using the GV Convergent Client application, refer to the *GV Convergent Quick Tour of Client Tasks*.

3 Maintenance Tasks

The maintenance tasks include:

- Upgrading the GV Convergent server software
- Backup and restore the GV Convergent database
- GV Convergent server shutdown and reboot
- Viewing log files

Upgrading GV Convergent Server Software

In order to upgrade GV Convergent server software to the latest version, you need to install two files:

- PAAS
- SAAS

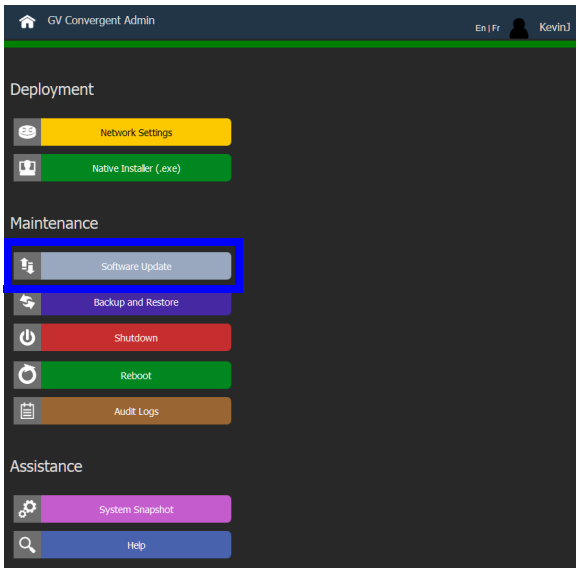
Ensure that you have downloaded the latest versions of these files from the Grass Valley website. These files should be uploaded to the GV Convergent server in a specific order: the PAAS file is uploaded before the SAAS file.

Updating the PAAS File

When upgrading **GV Convergent, you must begin by uploading the latest PAAS file first before uploading the SAAS file to the GV Convergent server.**

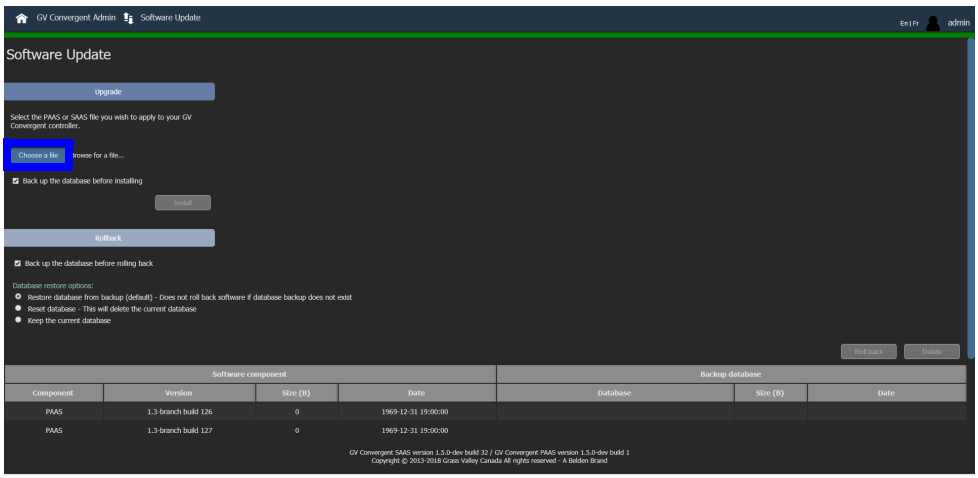
To update the GV Convergent PAAS file

1 Log in to GV Convergent Admin. See Logging in to GV Convergent Admin Interface, on page 5.



2 Click the **Software Update**.tile.

The Software Update Task appears.

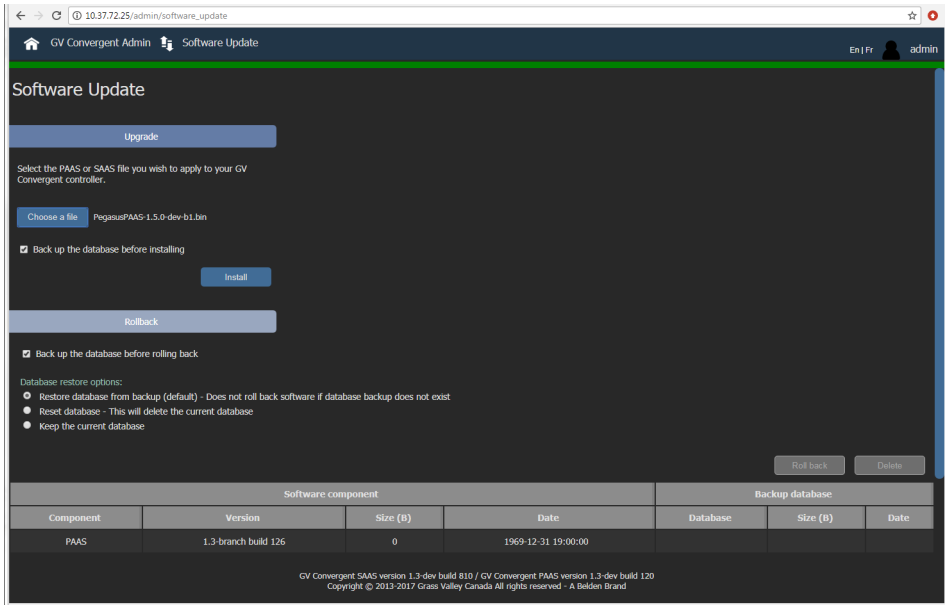


3 Click **Choose a file**.

4 Navigate to the folder on your PC or network where the latest PAAS file is located.

5 Select the file and click **Open** in Windows Explorer.

The file is uploaded to the GV Convergent Controller and the name of the file appears on the Software Update page beside the **Choose a file** action button.

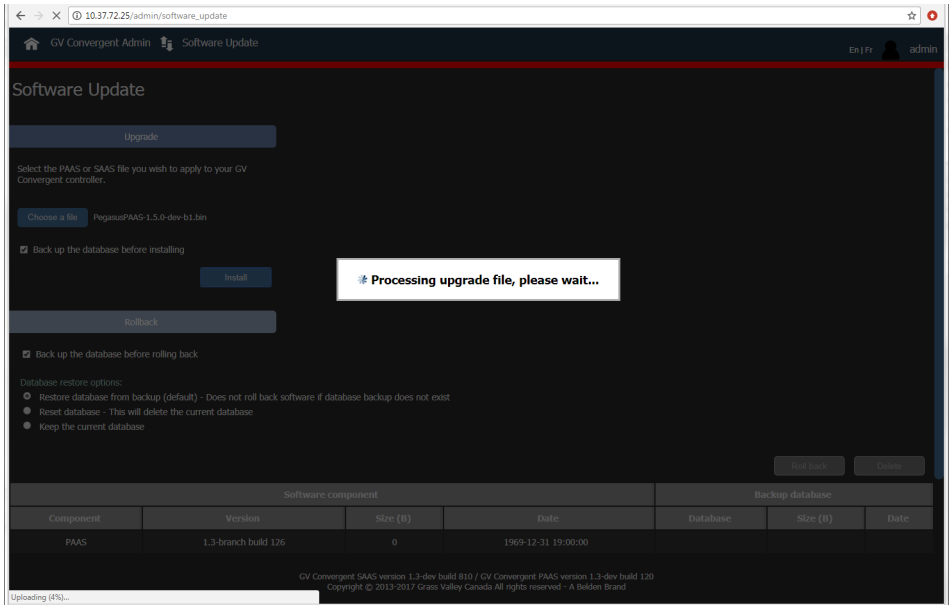


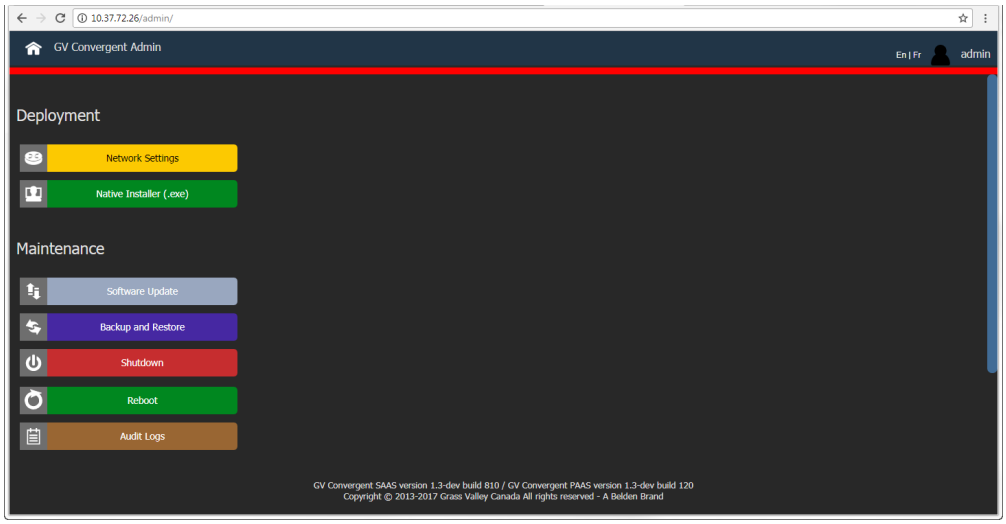
The **Install** button is highlighted.

6 Click **Install**.

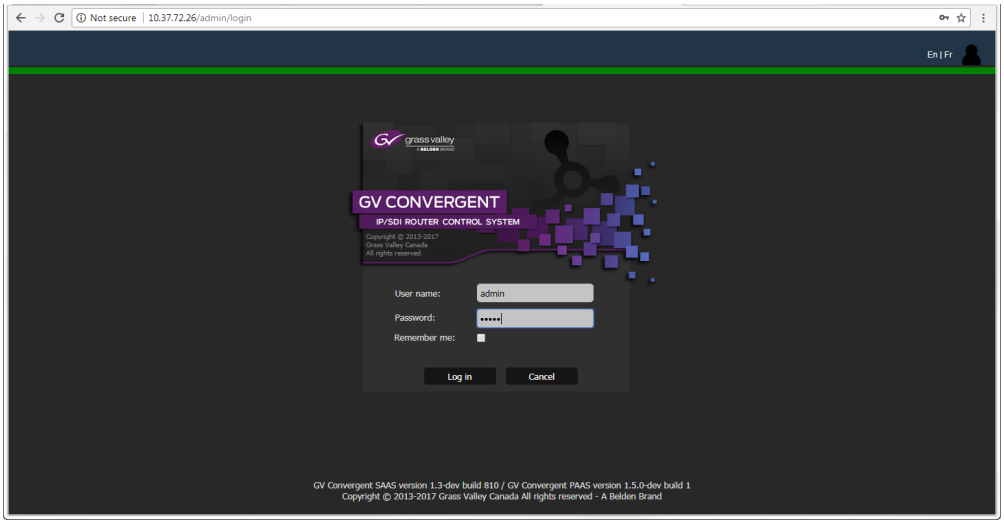
While the PAAS file is installing:

- The green bar at the top of the interface turns red.
- A message is displayed indicating that the installation is in progress.
- A message appears on the status bar, indicating the progress as a percentage.
- Next GV Convergent Admin Stage appears. The bar along the top is red, indicating that the controller is inaccessible.





When the installation of the PAAS file is complete, GV Convergent Admin reboots automatically. The Login window appears. At first, the bar across the top is red. When the bar across the top turns green, the controller is accessible.



7 Enter your login credentials and click Log In.

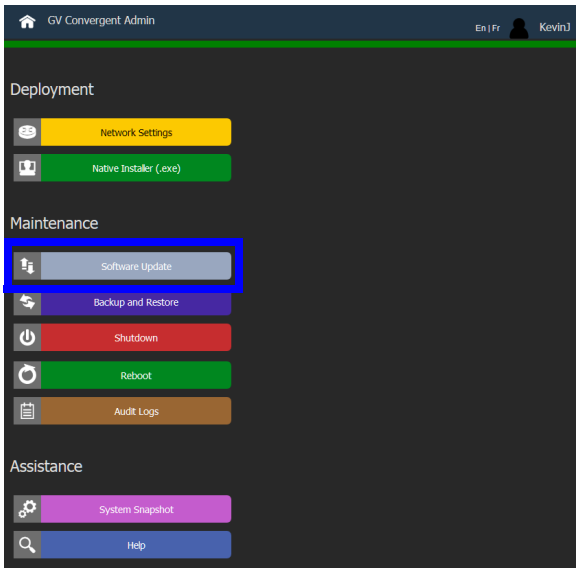
When you log in, GV Convergent Admin opens to Stage.

After successfully installing the latest PAAS file, the next step is to instal the SAAS file.

Updating the SAAS File

Note: Before updating the SAAS file, you must update the PAAS file.

1 Log in to GV Convergent Admin. See Logging in to GV Convergent Admin Interface, on page 5.



2 Click the **Software Update** tile.

The Software Update Task appears.

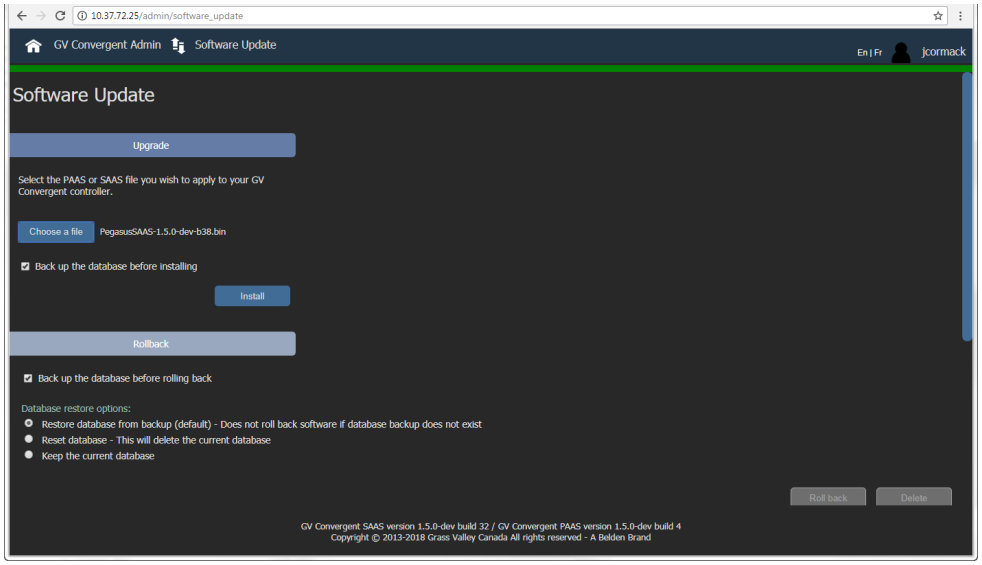
3 Click **Choose a file**.

4 Navigate to the folder on your PC or network where the latest SAAS file is located.

5 Select the file and click **Open** in Windows Explorer.

The file is uploaded to the GV Convergent Controller and the following changes occur:

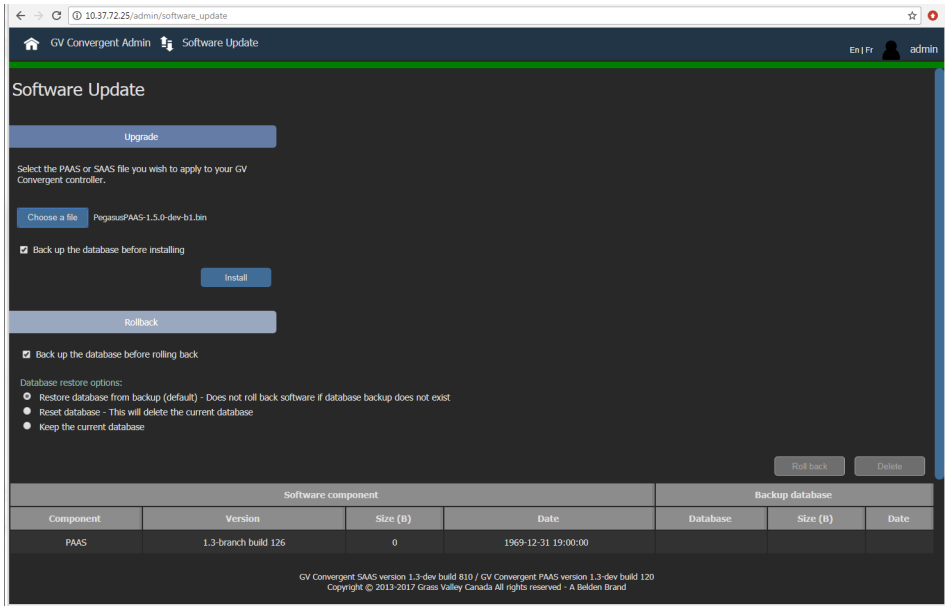
- The name of the file appears on the Software Update page beside the Choose a file action button.
- The Install button is highlighted.



6 Click **Install** to begin the installation procedure.

7 Select the file and click **Open** in Windows Explorer.

The file is uploaded to the GV Convergent Controller and the name of the file appears on the Software Update page beside the **Choose a file** action button.

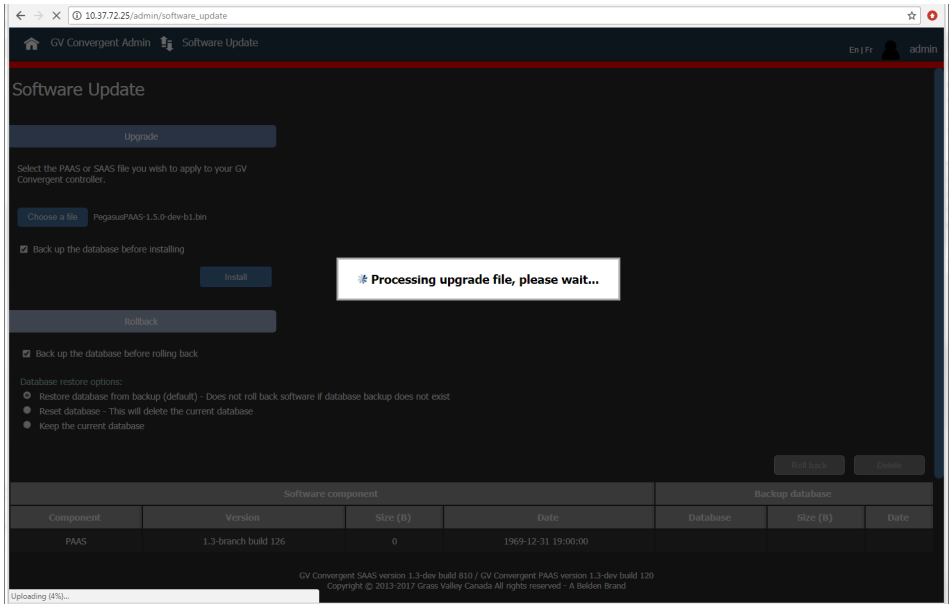


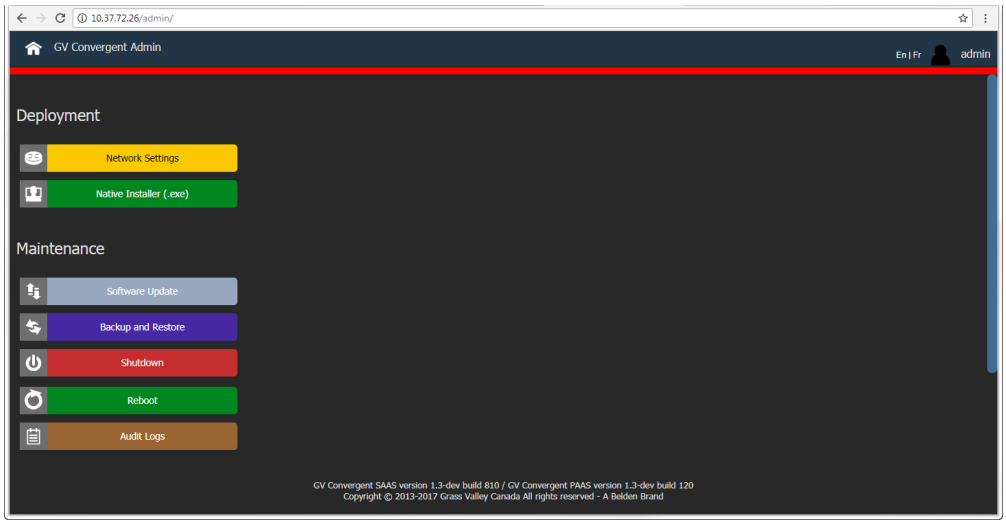
The **Install** button is highlighted.

8 Click **Install**.

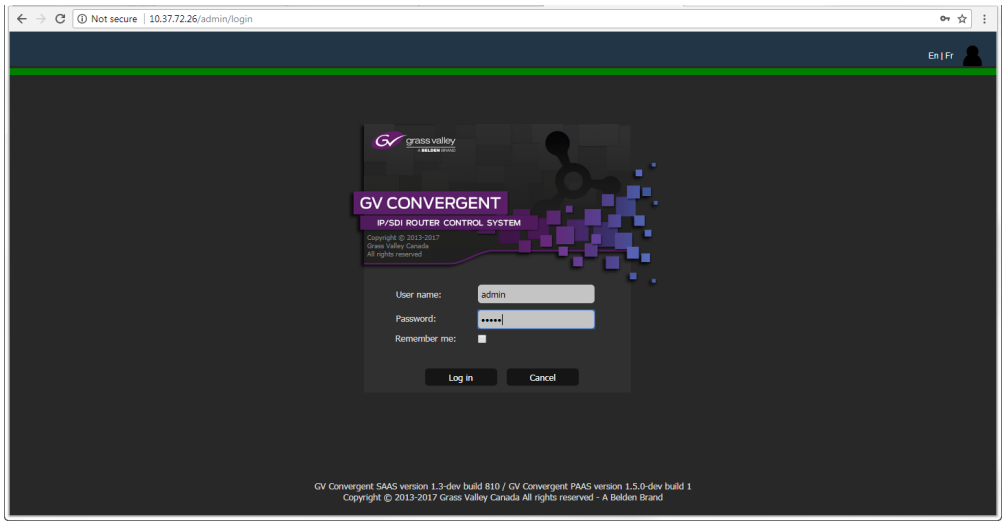
While the SAAS file is installing:

- The green bar at the top of the interface turns red.
- A message is displayed indicating that the installation is in progress.
- A message appears on the status bar, indicating the progress as a percentage.
- Next GV Convergent Admin Stage appears. The bar along the top is red, indicating that the controller is inaccessible.





When the installation of the SAAS file is complete, GV Convergent Admin reboots automatically. The Login window appears. At first, the bar across the top is red. When the bar across the top turns green, the controller is accessible.



9 Enter your login credentials and click Log In.

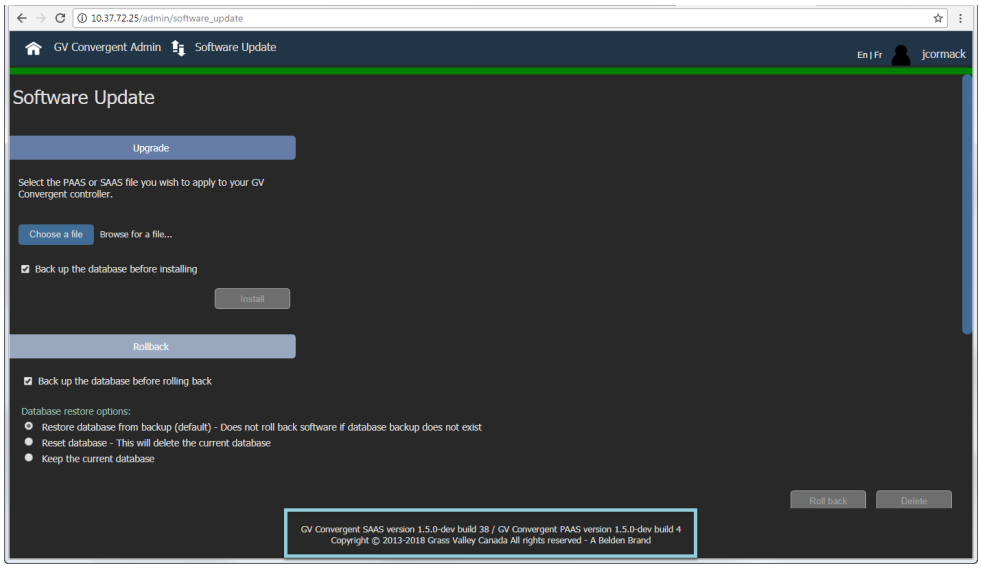
When you log in, GV Convergent Admin opens to Stage.

Verifying the Software Update

You can verify the GV Convergent server's software version as follows.

To verify the software version and build of the PAAS and SAAS

1 Log in to GV Convergent Admin. See Logging in to GV Convergent Admin Interface, on page 5.



The current version and build numbers of the PAAS and SAAS files are displayed at the bottom of all GV Convergent Admin windows, including the Login screen.

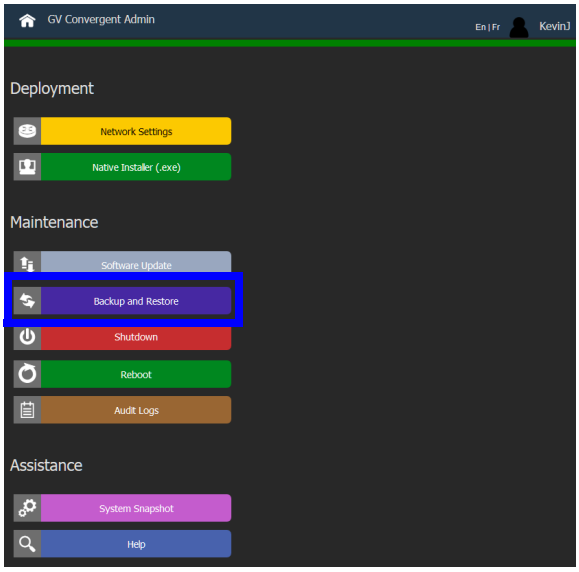
Backup and Restore

The Backup and Restore task is used for managing the database files, which contain the configuration data for GV Convergent. You can use this task for backing up and maintaining copies of current configuration information, uploading files from another GV Convergent system, and restoring configuration data to your current system.

Accessing the Backup and Restore Task

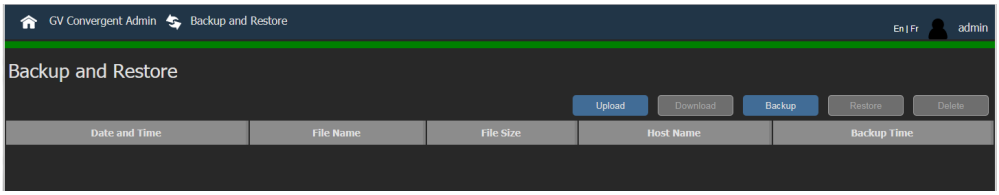
To access the backup and restore task

1 Log in to GV Convergent Admin. See Logging in to GV Convergent Admin Interface, on page 5.



2 Click the **Backup and Restore** tile.

The Backup and Restore task opens.



> **Tip**: When you hover your mouse over an action button, a tooltip appears.

Database files are listed by the date and time they were backed up on the server, file name, file size, host name, and the time it took to back up the file.

> **Note**: Once you have backed up a file, it is accessible until you delete it.

You can use the Backup and Restore task for the following:

- Backing Up a Database, on page 22
- Restoring a Database, on page 23

- Uploading a Database File, on page 25
- Downloading a Database File, on page 26
- Deleting a Database File, on page 27

Requirements

Before backing up and restoring a database, ensure that you have access to the database file you want to back up.

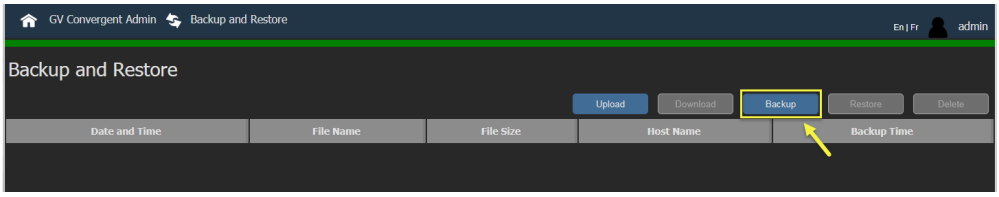
> **Note**: While you are restoring the database file, the GV Convergent server is restarted.

Backing Up a Database

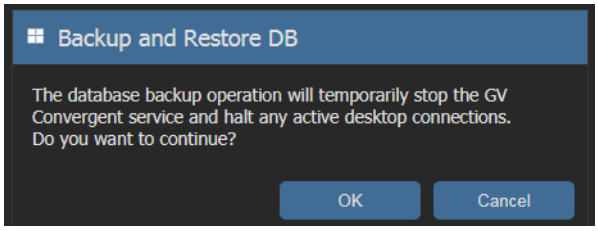
It is recommended to back up your GV Convergent database when you change the configuration. A database backup can be used to restore system operation to a known working state. You can also download the database file to make it accessible in another GV Convergent system. For example, you could transfer a file from a test system to a production system.

To back up a database

1 From the Backup and Restore task (see Accessing the Backup and Restore Task, on page 21), Click **Backup**.

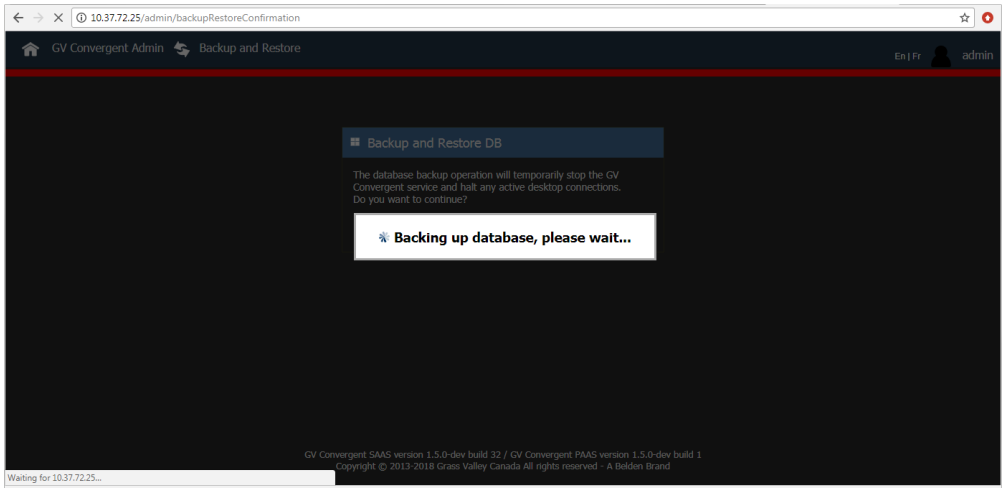


The following warning message appears.



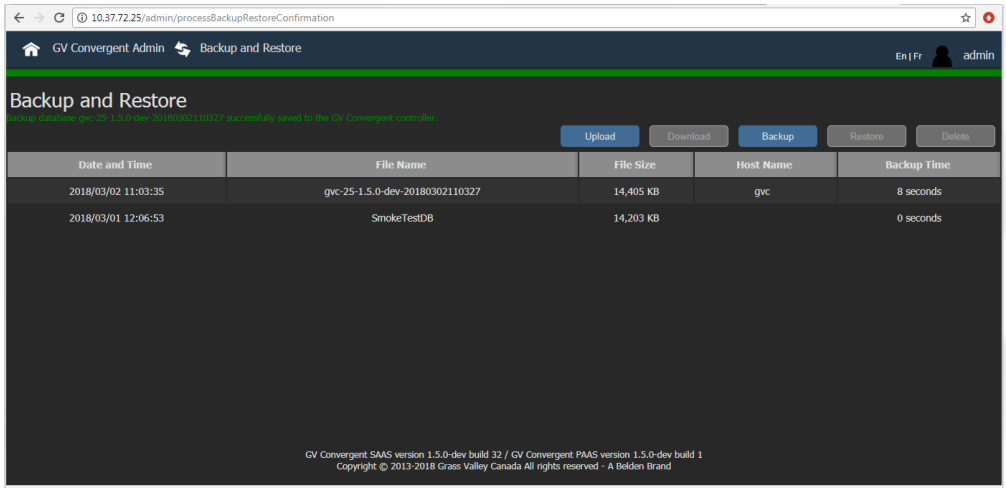
2 Click **OK** to continue.

During the backup process, the following changes occur:



- A message appears stating that the backup process is taking place.
- The bar at the top of the interface turns red.
- A message is displayed on the status bar indicating that GV Convergent Admin is temporarily unavailable.

When the backup process is complete:



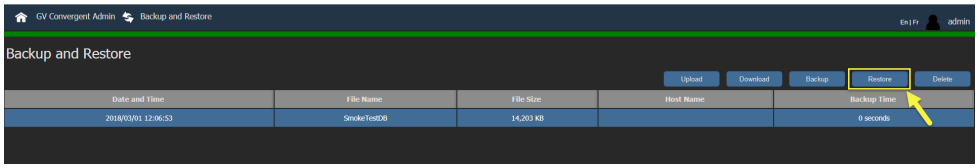
- A message, above the list box, states the database backup was successful.
- The backed up database file is added to the list.
- The bar at the top of the interface is green.

Restoring a Database

When you restore a database file, the configuration data it contains is applied to the GV Convergent. You can restore any database file that has been uploaded to GV Convergent Admin.

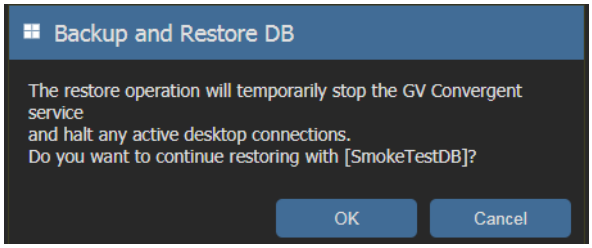
To restore a database

1 From the Backup and Restore task (see Accessing the Backup and Restore Task, on page 21), select the database backup file in the list that you want to restore.



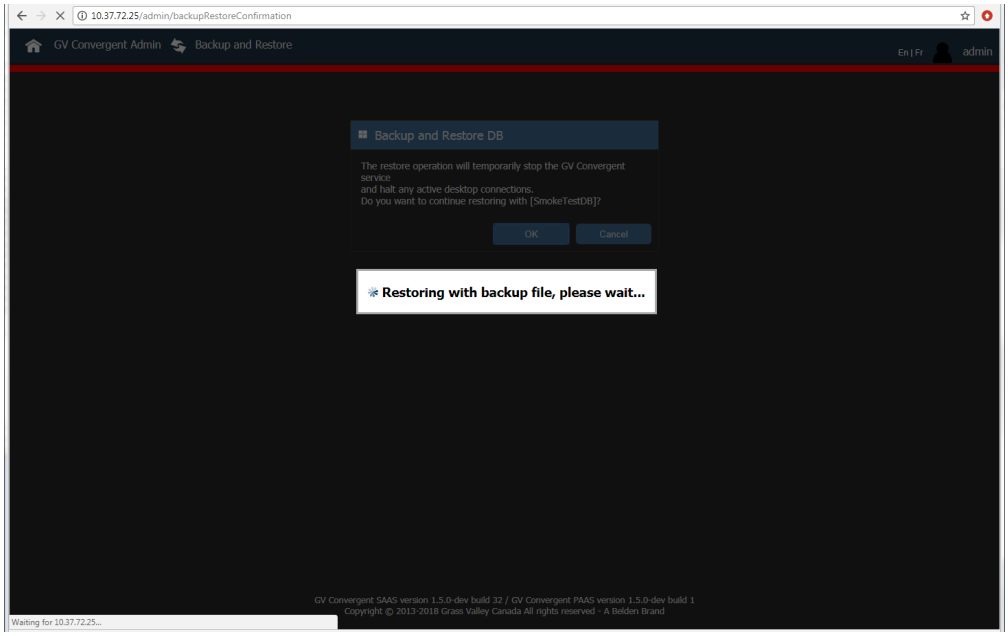
2 Click **Restore**.

The following warning message appears.



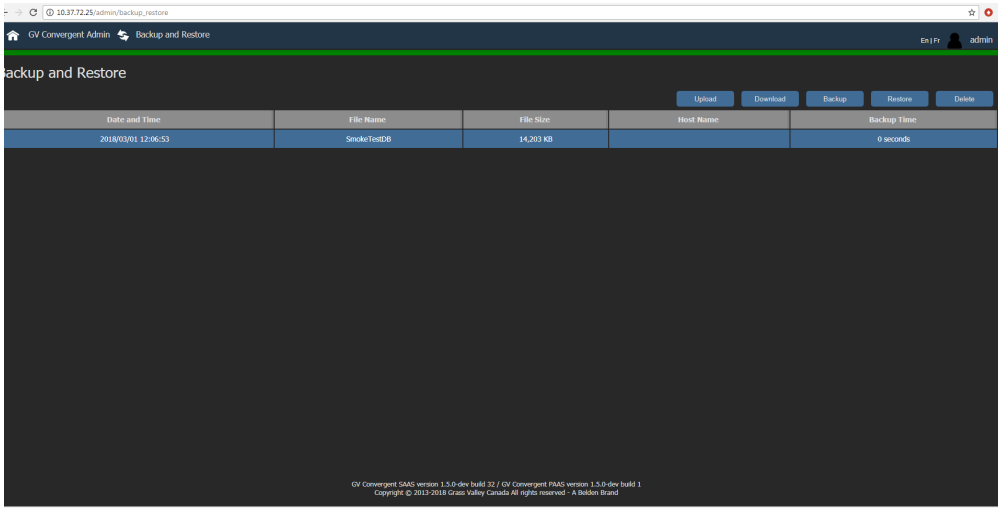
3 Click **OK** to continue.

During the restoration process, the following changes occur:

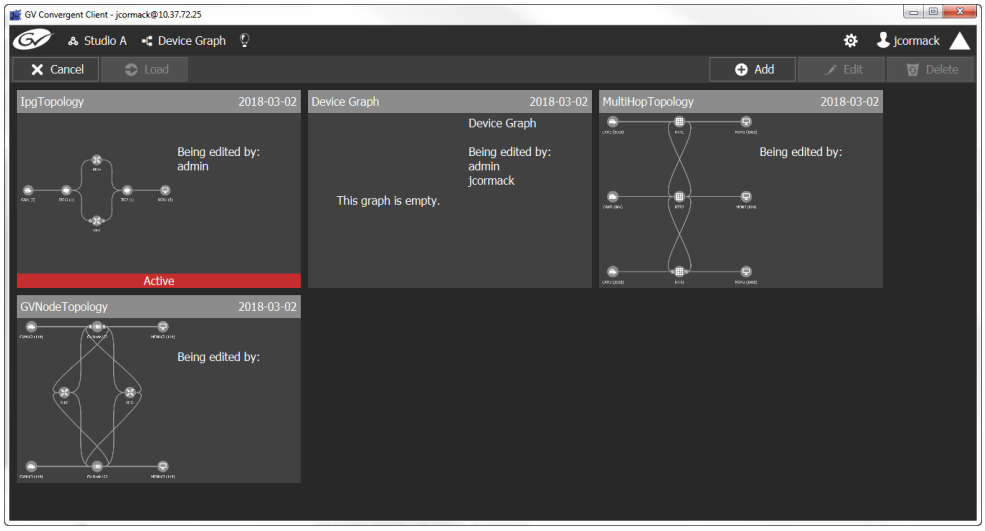


- A message appears indicating that the restoration procedure is taking place.
- The bar at the top of the interface turns red.
- A message is displayed on the status bar indicating that GV Convergent Admin is temporarily unavailable.

When the database is restored, the bar at the top of the interface is green.



You can launch GV Convergent Client and access the configuration contained in the database file you restored.

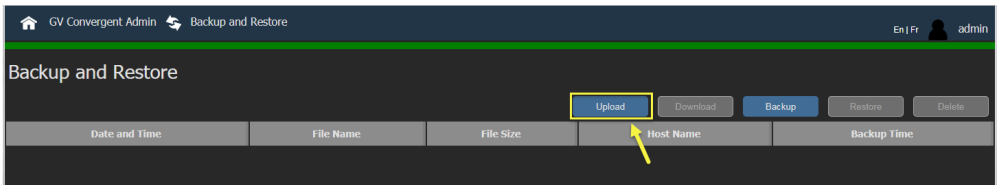


Uploading a Database File

When you upload a database file, you are transferring it from your local PC or network to the GV Convergent server.

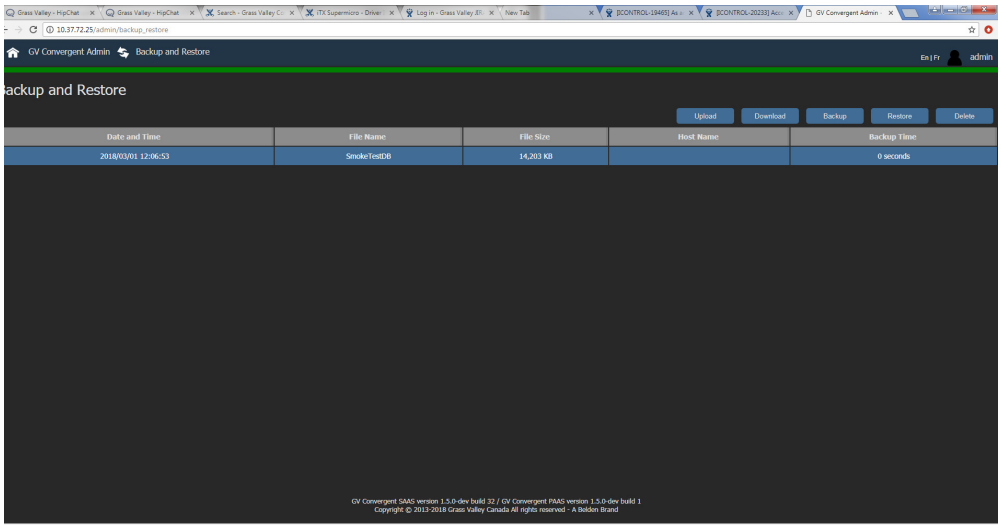
To upload a database file

1 From the Backup and Restore task (see Accessing the Backup and Restore Task, on page 21), click **Upload**.



2 Navigate to the folder on your PC or network where your backup file is located. Select the file and click **Open** in Windows Explorer.

The file is added to the backup and restore list.



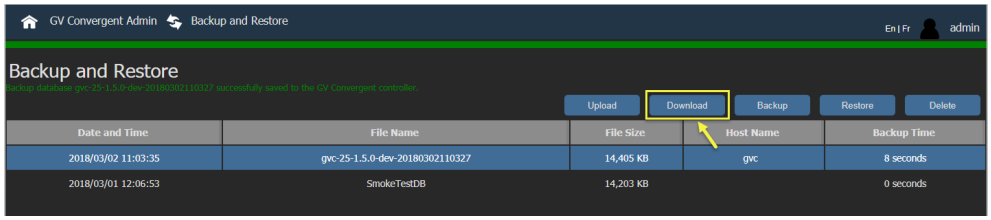
Database files are listed by the date and time they were uploaded, file name, file size, host name, and the time it took to back up the file on GV Convergent.

Downloading a Database File

You can download a database file from the GV Convergent Admin Backup and Restore task and save it to another folder on your PC or network. For example, you could transfer a file from a test system to a production system.

To download a database file

1 From the Backup and Restore task (see Accessing the Backup and Restore Task, on page 21), select the file you want to download.



2 Click **Download**.

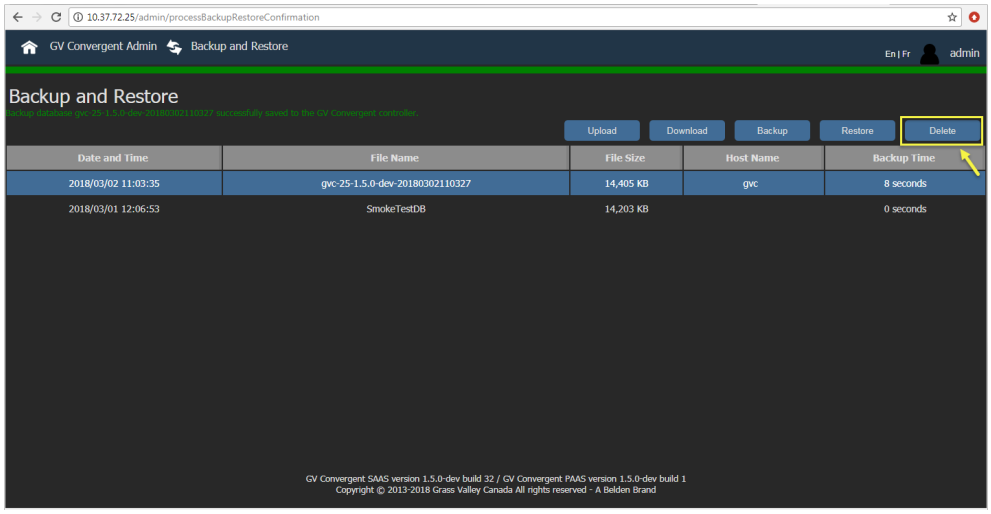
The file is available in your browser's download folder. From there you can save it to another location.

Deleting a Database File

The database files you upload or back up to GV Convergent Admin are available in the Backup and Restore list until you delete them.

To delete a database file

1 From the Backup and Restore task (see Accessing the Backup and Restore Task, on page 21), select the file you want to delete.

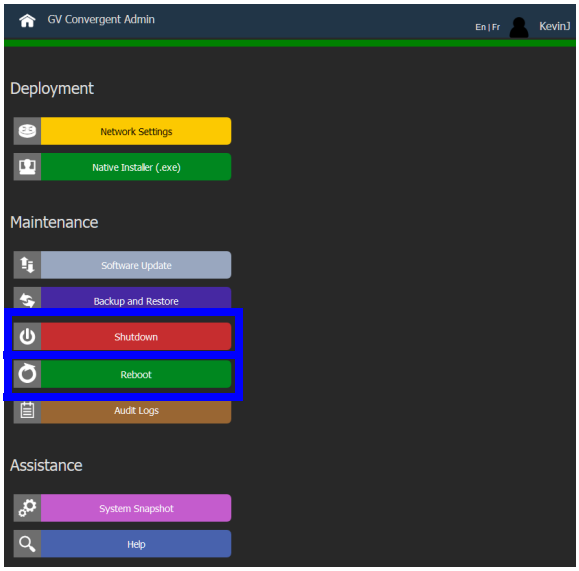


2 Click **Delete**.

GV Convergent Server Shutdown and Reboot

You can shutdown the GV Convergent server or reboot it as follows.

1 Log in to GV Convergent Admin. See Logging in to GV Convergent Admin Interface, on page 5.

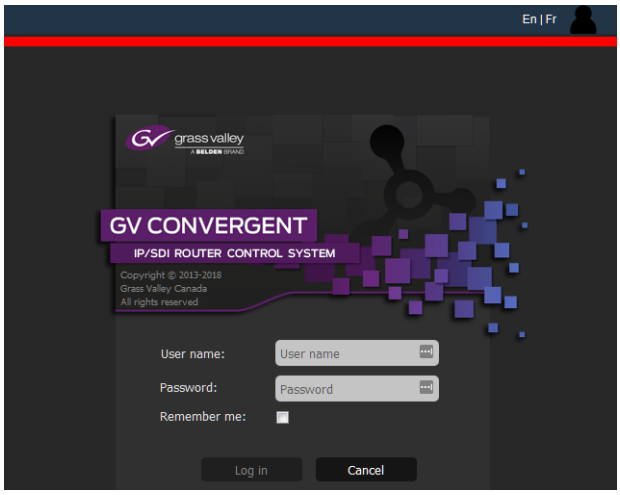


2 Click **Shutdown** or **Reboot**.

3 A warning message appears.

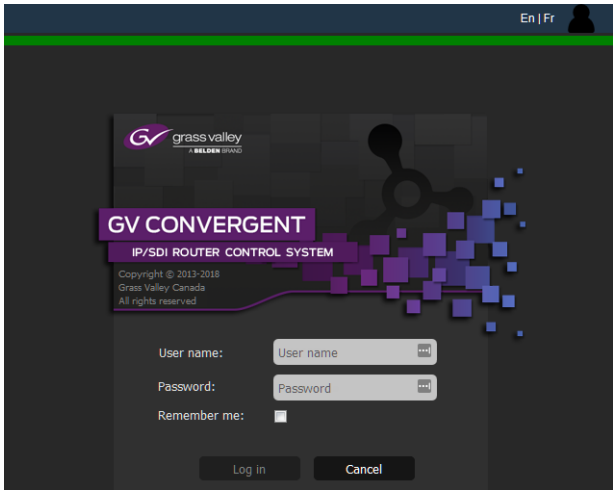
4 Click **OK**.

During the shutdown or reboot process, the following changes occur:



- A login screen appears.
- The bar at the top of the interface turns red.

For a reboot, when the server has rebooted, the bar at the top of the interface is green.



5 Log in to GV Convergent Admin. See Logging in to GV Convergent Admin Interface, on page 5.

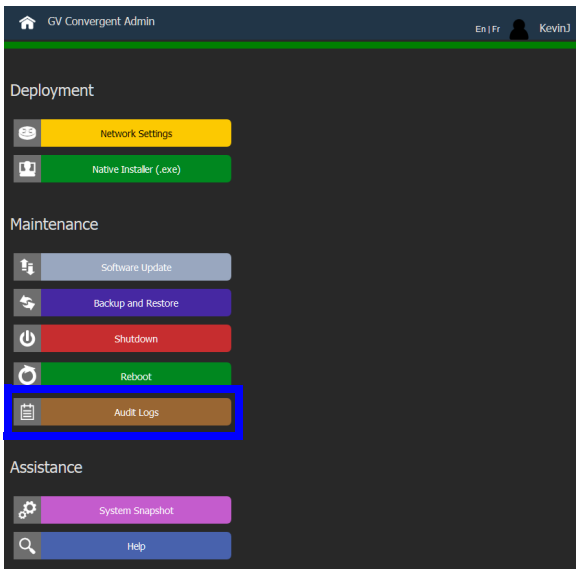
Audit Logs

GV Convergent Audit logs save information such as:

- an audit log of live production switching and operations including the actions performed in GV Convergent Clients that allows you to review crosspoints and operations made by operators like takes via panels.
- the configuration data.

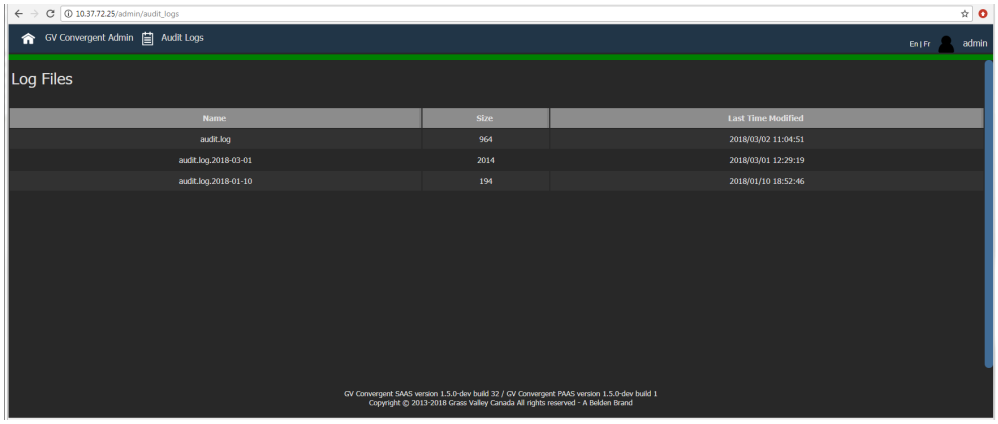
Viewing the GV Convergent Admin Audit Logs Task

1 Log in to GV Convergent Admin. See Logging in to GV Convergent Admin Interface, on page 5.



2 Click the **Audit Logs** tile.

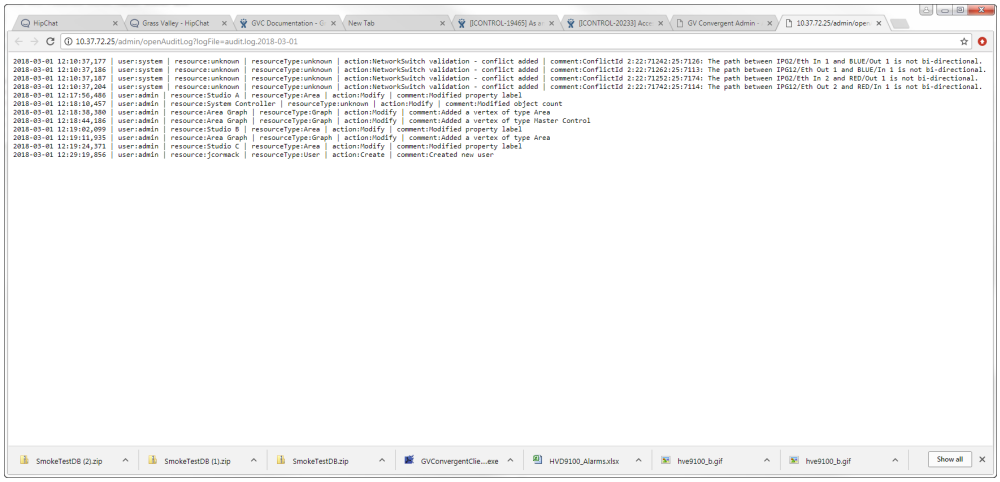
The Audit Logs task opens.



The audit logs are saved by name, size, and time of the last modification. The current audit log is called `audit.log`. The date is appended to the name of archived audit logs

3 Select the audit log you want to view.

The log opens in a new tab in your web browser.



The information saved in the audit logs includes the:

- Date and time of the action performed
- Name of the user who performed the action
- Name of the resource where the action was performed
- Type of the resource on which the action was performed
- Action performed
- Comments on the action

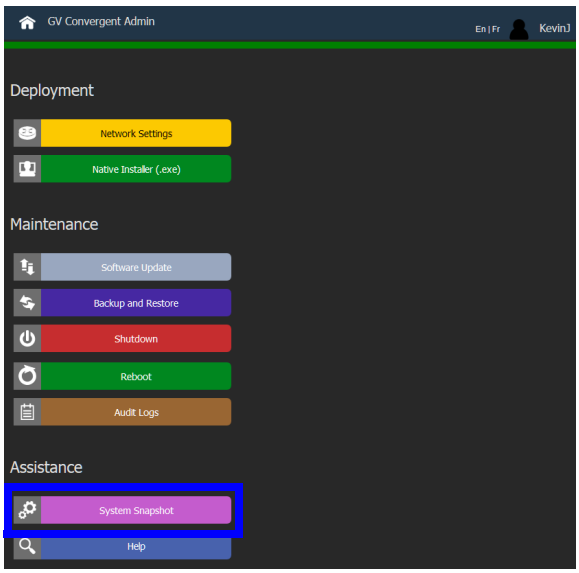
4 Assistance

When things do not go as planned, Grass Valley Technical Support can help you to resolve the issue. Under certain circumstances, Technical Support might ask you to make a system snapshot that captures your current configuration.

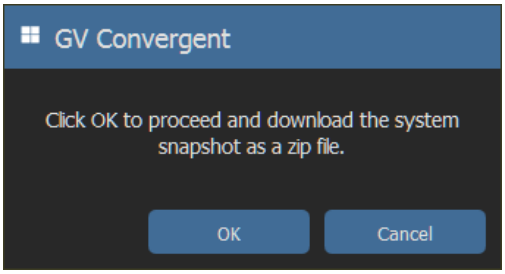
Creating a System Snapshot

To create a System Snapshot

1 Log in to GV Convergent Admin. See Logging in to GV Convergent Admin Interface, on page 5.



2 Click the **System Snapshot** tile.



3 Click **OK** to continue.

4 Once the download has completed, send the file to your Technical Support agent.

Grass Valley Technical Support

For technical assistance, contact our international support center, at 1-800-547-8949 (US and Canada) or +1-530-478-4148.

To obtain a local phone number for the support center nearest you, consult the Contact Us section of Grass Valley's website (www.grassvalley.com).

An online form for e-mail contact is also available from the website.

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