

# Venus Control Suite – Cheat Sheet

Software Website: [venus.daktronics.com](http://venus.daktronics.com)

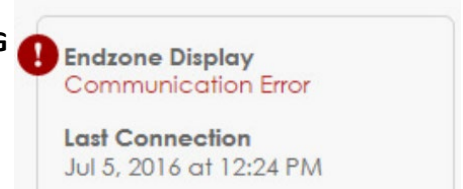


To download this document and access other training materials scan the QR code with your phone!  
[www.tothsports.com/training-materials](http://www.tothsports.com/training-materials)



**Dashboard** – Check to make sure everything is up and running

\*If you see a **RED exclamation mark** CALL FOR TROUBLESHOOTING



**Media Library**

## 1) CREATE



-Click "Upload" and choose the second option "New Content Studio Presentation." Create your message.

## 2) SAVE

-Click "V" icon or disk icon and type the name of your message and SAVE.

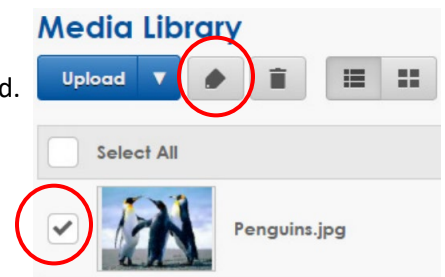


## 3) TAG

-First, go back to your web browser with Venus Control suite and REFRESH the page.

-Select the Checkbox of the message you just created and saved. Then Select the TAG icon.

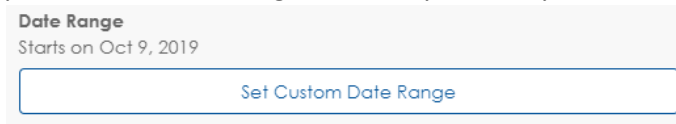
-Choose an appropriate tag that is already created or create a new tag.



**Playlists**

## 4) SCHEDULE – Open "Primary" Playlist

- In **MEDIA FILES** click the "+" button to add your message
- Once added **Click** on your **newly added message**
- Set your **Custom Date** Range for when you want your message to play



- **\*\*SAVE\*\*** - you must click SAVE to send the message out to your display.



# CREATE – SAVE – TAG - SCHEDULE