

Welcome to the Radio Management Portal from Grace Digital

If you have any questions that are beyond the scope of this help page, please email our support support@gracedigital.com.

Overview

The guide is designed to walk you through the minimal number of steps to get your Grace Digital Business Music System registered and working with the Radio Management Portal.



Follow this link for more information about the [Business Music System](#).

The portal is a powerful web-based tool that allows you to manage all your GDI-IRBM20 model devices from a single web site. Considerable attention has been paid to the user interface, aiming to make it easy to use, so that managing your devices is straightforward!

Steps:

1. [Create a Group](#)
2. [Create a Lineup](#)
3. [Provision a Radio](#)
4. [Create a Schedule](#)

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1. Create a Group

1. Select Groups/Add from the navigation menu on the left side of the screen
2. Enter the name for this lineup. *Description field is optional
3. Click on the "Save" button to create the group



2. Create a Lineup

1. Select Linups/Add from the navigation menu on the left side of the screen
2. Enter the name for this lineup. *Description field is optional
3. Click on the "Save" button to create the lineup



3. Provision a Radio

1. Select Radio/Provision from the navigation menu on the left side of the screen
2. On the IRMB20 radio, goto the home menu
3. On the home menu, click on the settings
4. On the settings menu, click on the 'Get Registration Key' menu
5. In the portal, enter the registration key value
6. Select a group from the group list
7. Select a lineup from the lineup list
8. Click on the "Save" button to provision the radio



4. Create a Schedule

Note: Schedules are only needed if you plan to use the dayparting feature of your radio.



1. Select Schedules/Add from the navigation menu on the left side of the screen
2. Enter a name for the new schedule
3. Select a group from the group list
4. Select a starting time for the first daypart
* This is the time the radio will begin playing the first channel.
5. Select a volume level for the first daypart
6. Select a time to stop playing all channels in the last daypart
7. Click on the "Save" button to create the schedule