

Directions for Assembling the R812-2, R812-3, R812-4

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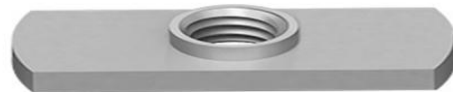


Most of the assembly has been done for you. There are only a couple simple things you need to do to complete the assembly and attach the teleprompter to your tripod.

1. On the Top Plate, a Wing Screw (with a washer on it) is screwed into a Weld Nut. These were assembled together for transport and so you could find them easily. Unscrew the Wing Screw from the Weld Nut. Leave the washer on the Wing Screw.

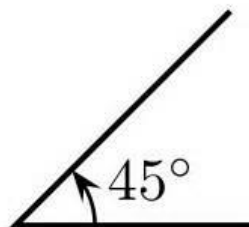


Wing Screw



Weld Nut

2. Raise the frame with the glass to a 45 degree angle: To do this, loosen the Clamp Blocks using the blue knobs, raise the frame with the glass to a 45 degree angle, and tighten the blue knobs to keep framed glass in place.



3. Attach the teleprompter to your tripod: Place the teleprompter on the tripod with the tripod head screw going through the slot on the Bottom Plate. Position the tripod head screw closer to the back of the platform. See the photo at the top of the first page as a guide. This causes less of an issue with the Weld Nut interfering with the tablet and helps secure your tablet to the teleprompter in conjunction with the rubber Bumper. Screw the Weld Nut onto the tripod head screw.

4. There is a magnet, the size of a business card, attached to the Bottom Plate. You can peel it off of the metal, remove the white adhesive backing, and attached it to the back of your tablet or tablet case. You can use it to secure your tablet to the Bottom Plate using its magnetic properties. Keep in mind that tablets are not entirely flat on the bottom. If you decide to use it, strategically place it where it is most likely to come in full contact with the teleprompter. See Step 7 regarding securing your tablet to the teleprompter.
5. Attach your camera to the Top Plate using the provided Wing Screw: Take the Wing Screw, with the washer on it, and place it through the bottom of the Top Plate. Place your camera on the Top Plate and screw the Wing Screw into the female connector on the camera's bottom. Sometimes the Wing Screw is too long to secure the camera to the Top Plate. The washer is used to take up some of the length of the Wing Screw. Position the camera so the lens is close to the glass so it does not record parts of the teleprompter. Zooming accomplishes the same thing. Tighten the Wing Screw to secure the camera in place.
6. Secure the black fabric Cape to the teleprompter: Lining up the three Velcro tabs on the Cape with those on the top and two sides of the frame (that holds the glass) and press.
7. Secure your tablet on the Platform: Turn on your tablet and have your teleprompter app ready to run. This will help you to orient the tablet on the teleprompter. Place the teleprompter on the Platform and push it to the back of the teleprompter. Loosen the rubber Bumper that is attached to the teleprompter in the slot of the Platform. Push it up against the tablet and tighten it down by hand. **TIP:** When scrolling the text, make sure the teleprompter app's MIRROR feature is turned ON or set to YES. The text will display backwards on the tablet but appear correctly when reflected off the beam splitter glass.
8. When you want to remove the Cape, pull the Cape by the Velcro; NOT by the fabric itself. If you just pull at the fabric, the Velcro will separate from the fabric.

Recommended Teleprompter Apps

- DV Prompter - basic teleprompter app and it's free
- Teleprompt+ 3 - this app allows you to use a iPhone as a remote control to your iPad
- PromptSmart - listens to you speak and scrolls the text accordingly