

LCD Series & Tablet Series Set-Up Instructions



Teleprompter Parts



Parts List:

Mount Arm (1)

T-Nut (1)

Large Camera Knob (1)

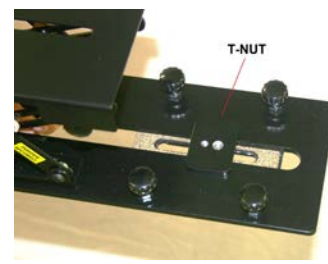
Small Camera Knob (1)

Mirror Knob (2)

Monitor/Mirror Assembly (1)

Step #1A

Remove & discard foam, washers, nuts & bolt from mount arm (these were used in shipping to keep parts from being lost). Remove the quick-release plate from your tripod head. Set the plate on a flat surface (table, desk, etc) with anti-skid pads on top & tripod's bolts pointing up. Set Mirror Image mount arm on top of the plate so that the camera bolts go thru the long slot in mount arm. Place Mirror Image T-Nut into the long slot so that it sits over the top of the tripod's bolts (longer, flat surface of the T-Nut should be on top so that the protruding surface fits into the slot on the mount arm). Thread the tripod's bolt(s) into the tapped hole(s) in the t-nut (sandwiching the mount arm between the t-nut & quick-release plate). Before tightening the bolt(s) completely, position the t-nut & plate assembly near the front of mount arm (between the 4 bolts & knobs). Tighten securely.



Step #1B

Place mount arm & tripod plate assembly back on tripod's head.



Step #2

Remove four plastic knobs on mount to reveal the bolts. Place the monitor/mirror (or tablet tray/mirror) assembly over the bolts & tighten the four plastic knobs back in place.



Step #3A

This teleprompter features a telescoping adjustable height camera platform. Loosen the triangular knobs on the side of the riser and raise the camera platform. Tighten the triangular knobs.



Caution: Pinch Point

Never put hands or fingers in sides of camera riser - pinch point - Always enter from front or back.

Never attempt to raise or lower camera platform with camera on top of platform.

Always remove camera before adjusting height.

Do not exceed camera weight of 18 pounds. If camera is heavier, contact Mirror Image for fixed height platform.

Always secure plastic knob bolts firmly.



Step #3B

Place round safety knobs on sides of adjustable height riser (one in front, one behind triangular knob position). Tighten securely.



Step #4

Raise the hood/mirror into the 45 degree angle. Secure in the upright position using the 2 mirror knobs & bolts (then place iPad or Tablet into tray if working with the IP-10). Mount camera to the top of riser using either the large or small camera knob & bolt. Place camera lens in hood opening and secure fabric with the drawstring. You can raise/lower the riser, or slide camera forward/back on the riser as needed.



Step #5

Do a final balance check and adjust mount/head as needed. Plug in monitor & connect to computer.

****Please contact Mirror Image Teleprompters with questions or requests for prompter parts****

SET-UP FOR EZPROMPT DUAL SCREEN

Before opening EZPrompt program (and while no other programs are running)...

-Open Control Panel / Display Properties / Settings

Select Monitor 2 (if this option is available – if not available, then your computer can not handle Dual Screen)

Check the box labeled “Extend my Windows desktop onto this monitor”

Click Apply & OK

Close the Control Panel

-Start EZPrompt 5.0

Under the Prompter tab, choose General Options

Check the box labeled “Dual Screen”

-Operation of the EZPrompt program should now provide a reversed image on the computer output only.***Note...if there is not a “Monitor 2” selection available, then this computer will not operate as a Dual Screen***

-Now, you can click on General Option tab in EZPrompt again & select Mirror L/R to reverse the images when prompting.

To return the laptop & monitor to normal usage...

-Close EZPrompt 5.0 and any other programs

-Open Control Panel / Display Properties / Settings

Monitor 2 should be selected

Un-check the box labeled “Extend my Windows desktop onto this monitor”

Click Apply & OK

Close the Control Panel

-Use the Function & Monitor buttons to turn on 1 or both of the external monitor and/or laptop screen.



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WARRANTY INFORMATION

MIRROR IMAGE TELEPROMPTERS OFFERS ALL CUSTOMERS A LIMITED 3- YEAR WARRANTY, FROM DATE OF PURCHASE, ON THE TELEPROMPTER MONITOR AND HARDWARE (NOT INCLUDING MIRRORS). WE WILL REPAIR OR REPLACE THESE ITEMS, AT OUR DISCRETION, WHEN DAMAGES OCCUR DUE TO DEFECTS IN MATERIALS OR MANUFACTURING.**

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ANY & ALL TELEPROMPTER MIRRORS WILL BE REPLACED AT A COST TO THE CUSTOMER (\$100.00 TO \$200.00 DEPENDING ON SIZE) UNLESS DAMAGED IN THE INITIAL SHIPMENT.

REPLACEMENT PARTS FOR ITEMS THAT ARE LOST OR DAMAGED DUE TO NORMAL WEAR CAN BE PURCHASED DIRECTLY FROM MIRROR IMAGE TELEPROMPTERS.

CUSTOMERS SHOULD CONTACT MIRROR IMAGE DIRECTLY WITH OPERATION, WARRANTY, REPLACEMENT, OR REPAIR QUESTIONS.

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MODEL / PART # _____

SERIAL # _____

PLEASE VISIT OUR WEB SITE WWW.TELEPROMPTERS.COM FOR PRODUCT REGISTRATION.