Mirror Booth

Mirror Booths are the hottest trend in the photo booth industry. Rock The House was one of the first in the area to invest in this new, fresh take on photo booths.

Mirror Booth

Mirror Booths come with three cases. The frame case, the accessory case and the mirror itself. The majority of the time they also come with a printer and occasionally a backdrop.

Frame Case
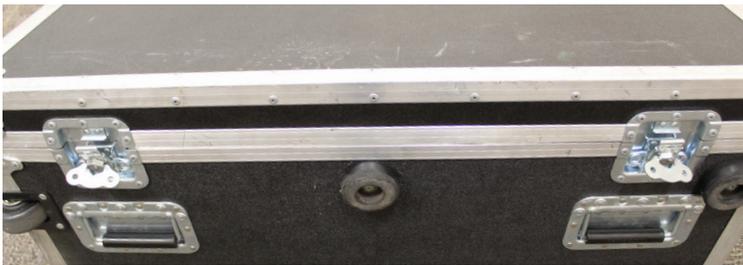

Accessory Case

Mirror Case

Backdrop

The most common backdrop for a Mirror Booth is no backdrop. There are exceptions, such as floral backdrops, specialty prints, step and repeats, other customer provided backdrops or even a wall.

Check which backdrop type you have and get that ready first to make set up easier. You'll want your mirror centered on the backdrop about 6ft away. If you have no backdrop, face the mirror out towards the room, find somewhere spacious where nothing will get in the way of the photos.

Station Assembly

Once you've figured out your location you can begin assembling the mirror. Remove the soft cover from the mirror and lay it on its back. The latches for the cover are on the top and bottom. Remove the cover and stand the mirror back up.
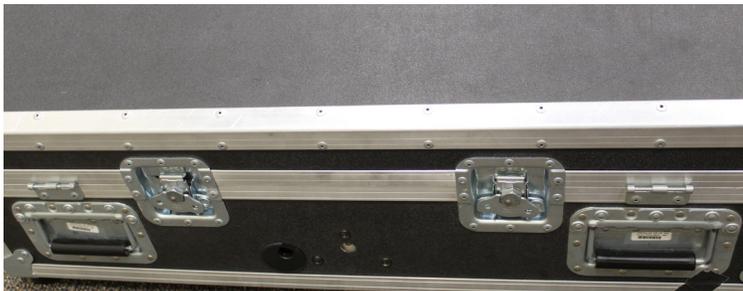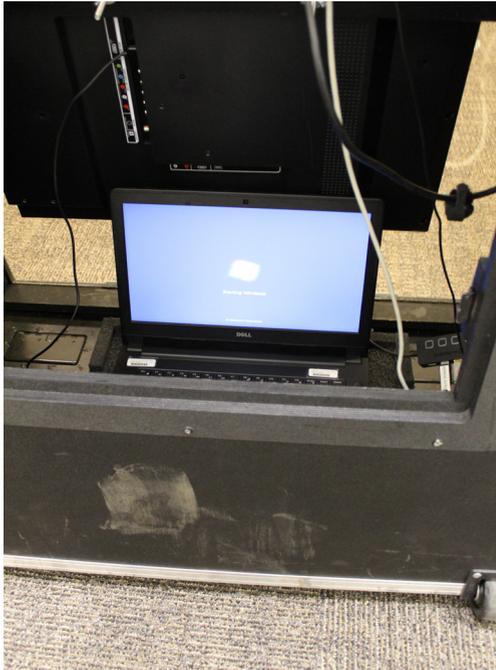
Station Assembly

Move the mirror to its spot. If it's against a wall, make sure you leave enough room to open the back door and get inside the mirror.
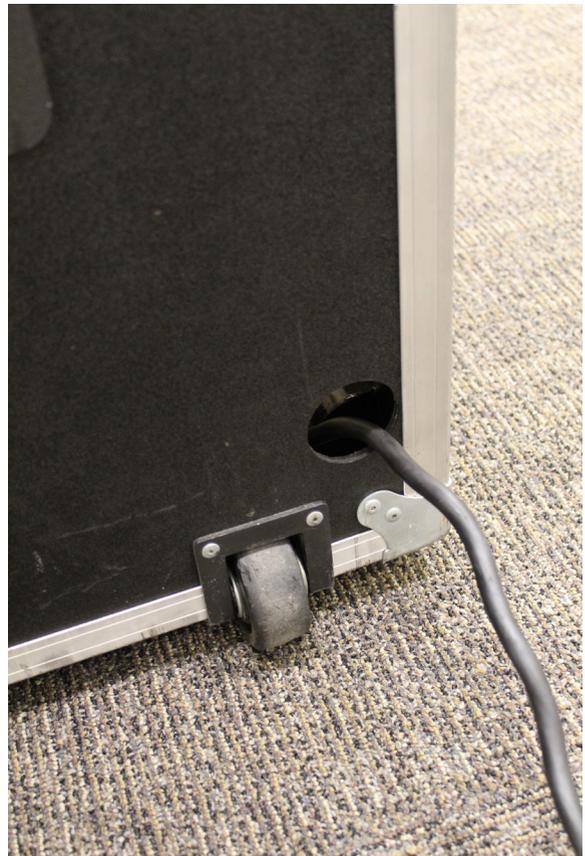

Open the accessory case and remove everything inside.

Station Assembly

Turn on the laptop and plug into the powerstrip inside the mirror booth. Place in the center inside the mirror.

While the computer starts up you can plug the power strip into the provided AC, feed through the hole in the bottom and plug in.

Station Assembly

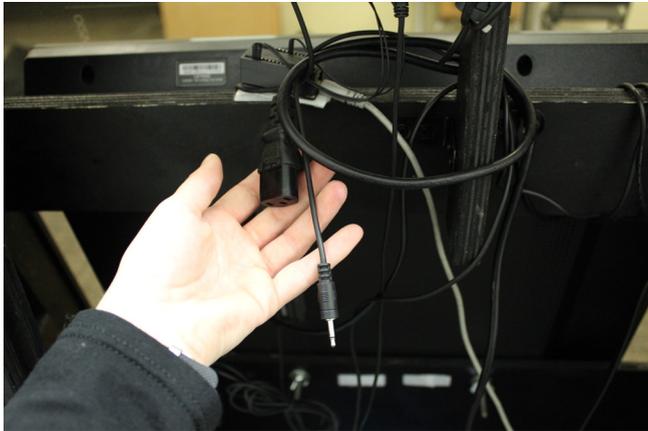Take the threaded stud and screw into the top of the mirror case.

Remove the bulb case from the flash by pushing down on the switch and twisting the case. Place the reflector on by sliding into the slots and twisting.
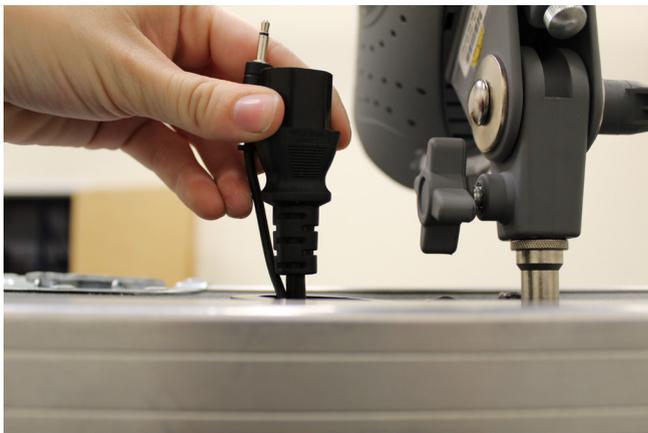

Place the flash on top of the mirror facing the back, wait to attach umbrella at the end.

Station Assembly

The cables for the flash are kept inside the mirror.

Pull up through the hole in the top of the case and plug into the flash, then turn the flash on.
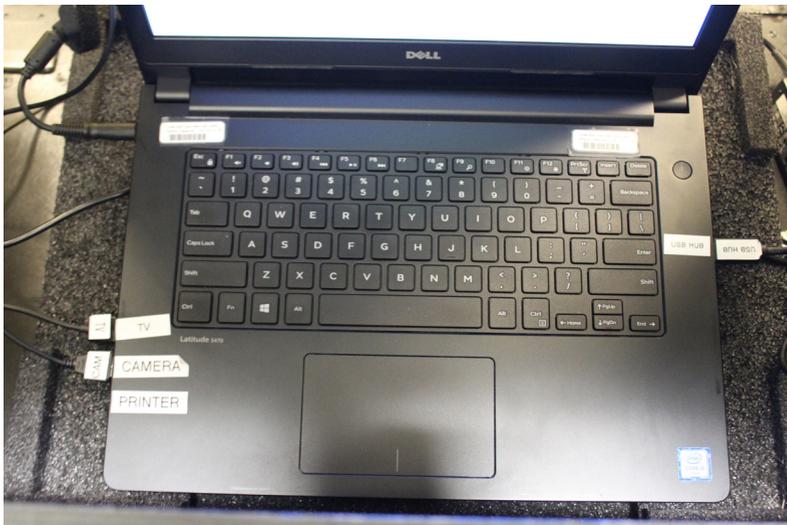
Station Assembly

Return to the laptop (password is Rth1234). Plug in everything where labeled.

On occasion the client or venue will provide you with a table where you can set up your printer and any extras (scrapbook, props, etc). Normally, you'll have to create your own table out of your accessory case.

Station Assembly

Take the hotspot and turn on. Plug into the usb strip inside the mirror to prevent the battery from draining.

Turning on the hotspot.

Station Assembly

If it asks if you want to turn off WIFI hit cancel. If you notice your devices aren't connecting later, check back for this.

All devices should automatically connect to the hotspot. If they don't, the hotspot name and password are on the home screen.

Station Assembly

Turn on the TV either using the remote or the button in the back.

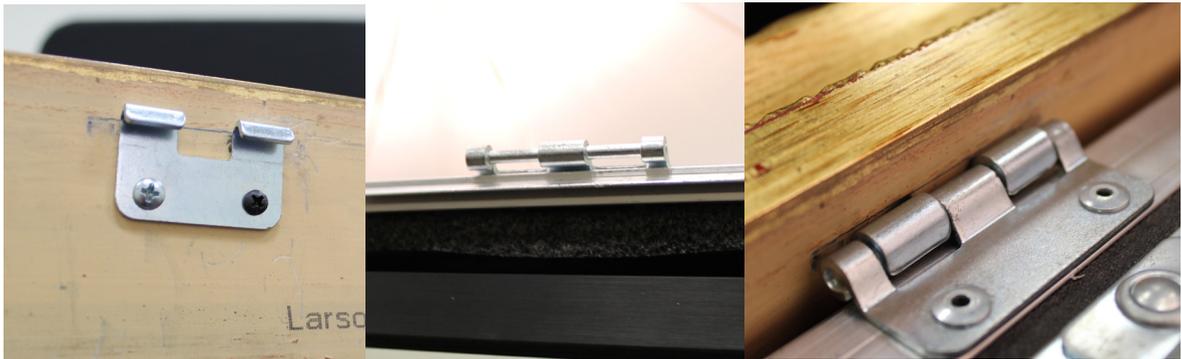Close the laptop and the back of the mirror

IMPORTANT: It is essential to close the laptop or the screen will not format correctly. It's equally important to close the mirror or light will reflect in the camera lens.
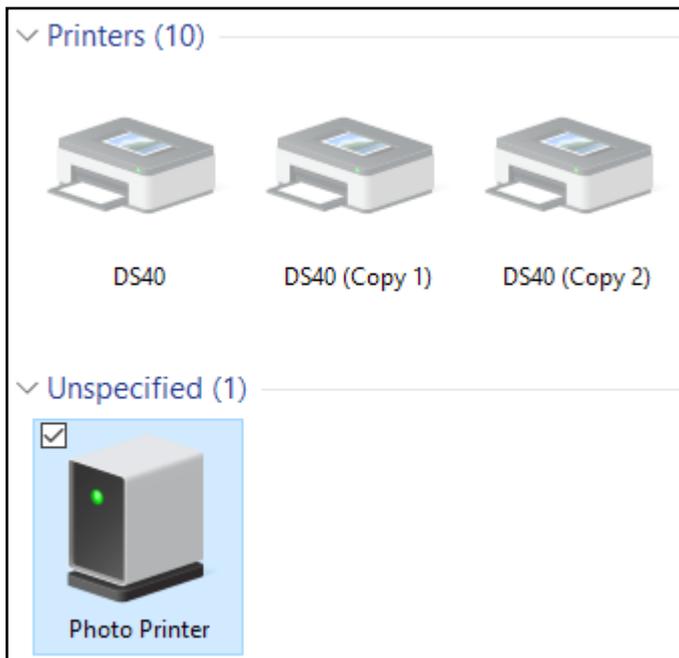
Station Assembly

Attach the umbrella so the flash is facing away from the guests.

Hang the frame onto the mirror by aligning the hooks.

Printer Setup

Check whether or not your printer is connected via 'Devices and Printers' under the Start menu.

Any grayed out printers are NOT connected, but are ghosts of printers that have been connected in the past. Any photo printers under "unspecified" are NOT connected.

IMPORTANT:
Sometimes it is necessary to remove past devices to allow your printer to connect properly, and sometimes you just need to change USB Ports.
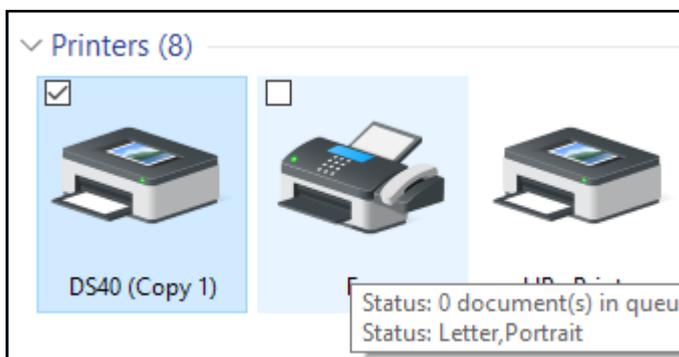

Connected printers will appear solid and will sometimes have a green check mark over them.

IMPORTANT:
Which 'copy' your printer is can depend on which USB port you're plugged into and the day. Look out for another copy to appear if the one that is already there is not connecting.

Printer Setup

Right click on your connected printer and select printer properties. Here you can print a test page to ensure proper connection has been established and that all your printer settings are correct.
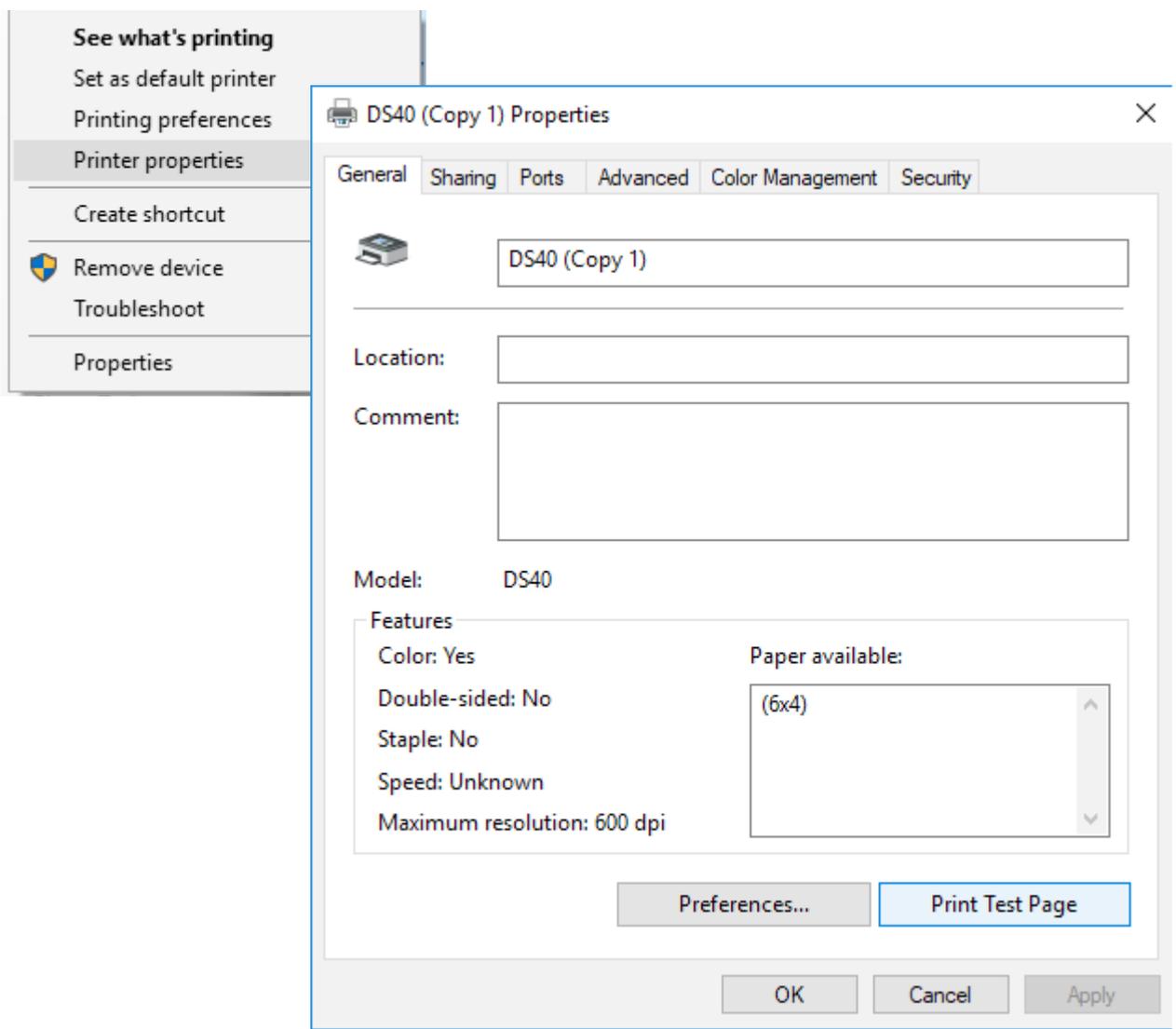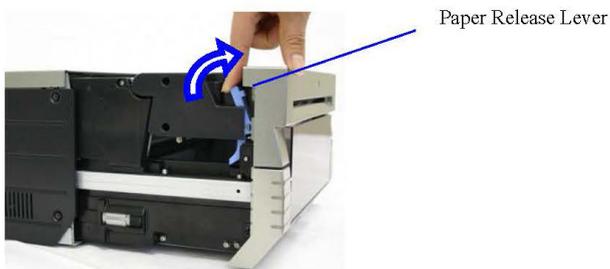
Printer Setup

We use two types of printers: DNP DS40 and DNP DS620. They function the same way, the only difference is their ribbon type. Only change your media once you run out, you do not need to before the event starts.

Setting the Media

1. Release the Open Lever, and pull out the mechanism unit.

Open Lever

2. Open the Paper Release lever.

Paper Release Lever

3. Remove the scrap box.   Hold the center and lift it up straight.
   Caution) Never remove the dust box diagonally.
   The dust box may be damaged and the printer may not operate normally.

Scrap Box
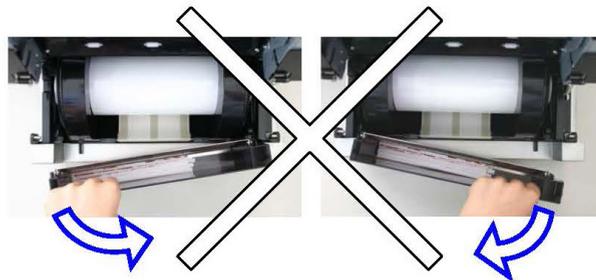
4. Remove the entire paper cassette unit.

5. Install the new roll of paper on the paper holder.
   When installing it, make sure there are no gaps between the paper and the holder.
   Make sure the paper is not sticking out. If the end of the roll is uneven (with paper sticking out), remove it from the holder, and flatten it.

No gaps

Check for uneven ends
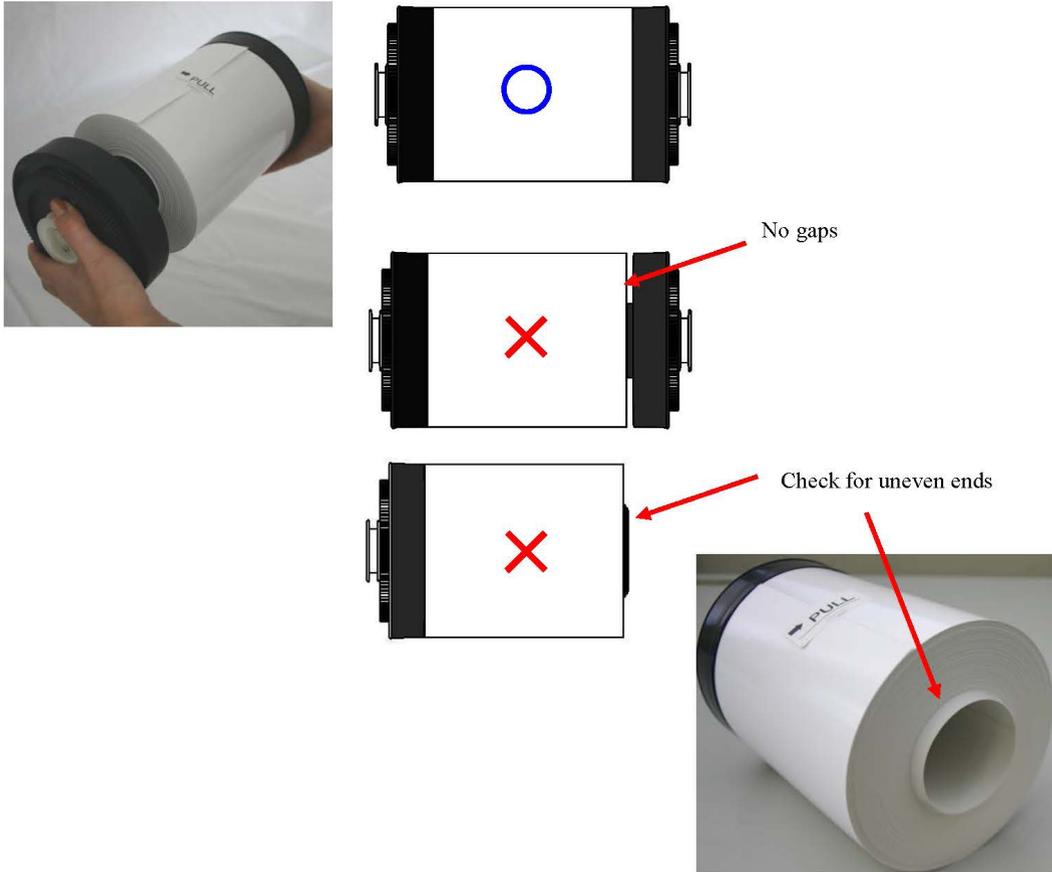
6. Set the paper holder into the paper cassette. （(Set it firmly all the way in)
   Set the paper in the direction indicated below.

Paper direction
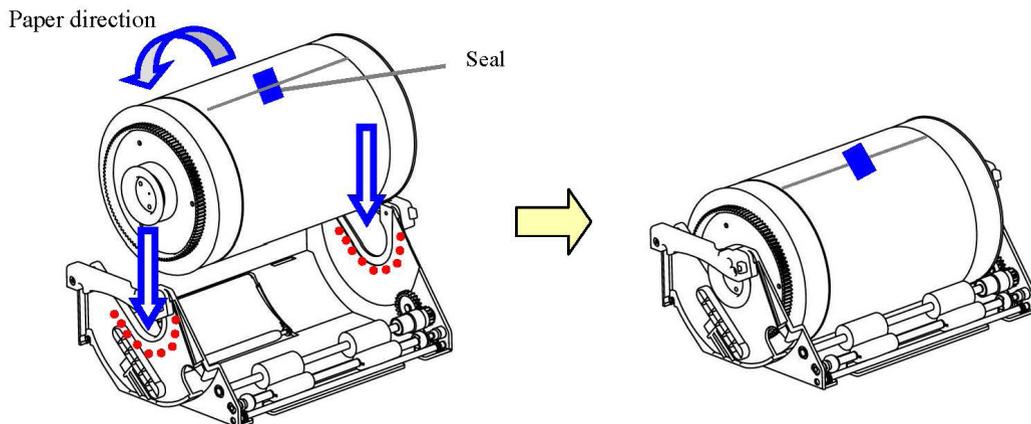
Seal

7. Remove the tape, and advance the roll as indicated by the arrow. Set the end of the paper about 5mm beyond the roller. When doing this, insert the paper straight along the seal. If it isn't inserted straight, the paper will be crooked, which could cause white line on the edges of the print, ribbon wrinkles, and register slippage.

Path of the paper

| L,2L | PC,A5 | 8inch |
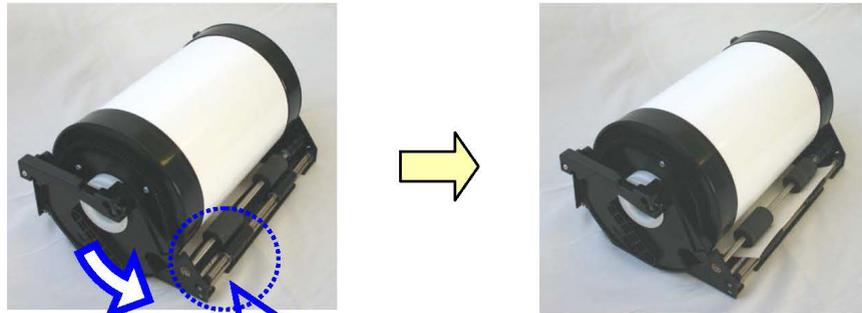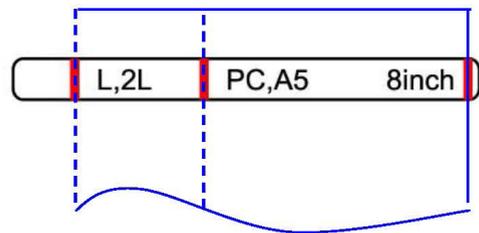
As seen from above
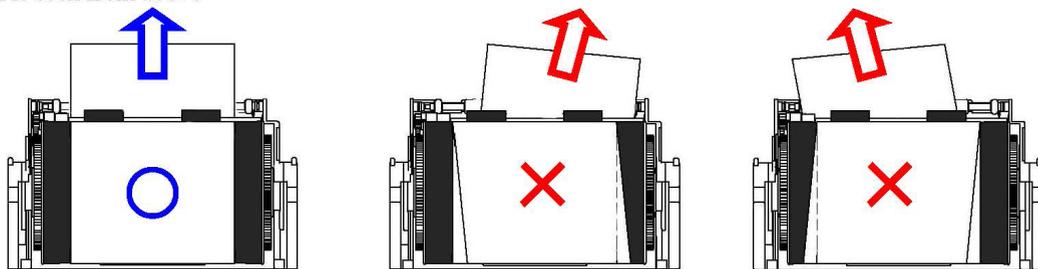
8. Set the paper cassette into the printer.

9. Turn the paper in the direction of the arrow.   When it is advanced enough, the buzzer will beep, and the flashing LED (orange) will go out.
   It is easier to set if the paper is turned while securing the holder with one hand.

10. Set the scrap box, and close the cover.
    The printer will not operate without the scrap box.
    If the mechanism unit is closed without the scrap box attached, there will be a "No Scrap Box Error", and the LED will flash (red).

⚠ **CAUTION**

- The printer will not operate without the scrap box attached.
- When the scrap box is removed, do not insert your fingers in the cutter at the top.   They could be cut or severed.
- As prints are cut, the scrap box fills with scrap paper.   Be sure to empty it when you change the paper and ribbon.   If it becomes over-filled with scraps, it could cause problems with the printer.

11. Set the new ribbon into the ribbon cassette.
    Advance the ribbon in the direction of the arrow, and take up any slack.

Take Up
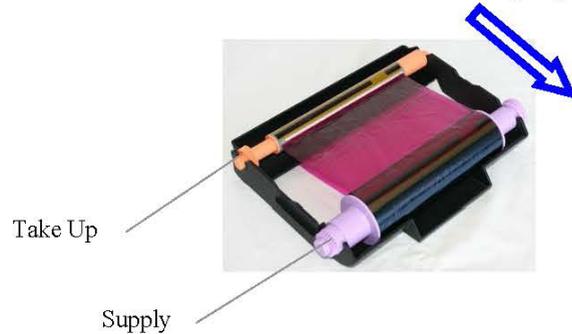
Supply

12. Set it with the supply side in front.

Set here

Supply side

13. Close the mechanism unit.
    *When the mechanism unit is closed, the printer will run initialization (4 blank sheets will be fed out).
    However, if the power is turned ON after the paper is set, it won't run the initialization.
    By running initialization, the dirty outer layer of paper is cut off.

*In order to facilitate media color adjustment, media type recognition, and print quantity management, an IC chip is built into the ink ribbon. Media without an IC chip, which has not been evaluated and cleared, may not function properly. (If correct data cannot be read from the IC chip, an alarm will sound.   In this case, in order to protect the printer, it will lower the concentration for printing.)
*Please change the media as a set, because the IC chip for each ribbon has unique information. Otherwise, errors could occur.
*If different width media (for example L-size and PC-size) are used on the same printer, problems with the print quality could arise.   Therefore, it is preferable not to mix the use of different width media on one printer.

⚠️ **CAUTION**

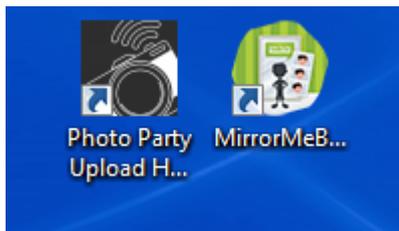· Replace the ribbon and paper as a set to avoid problems later.

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IMPORTANT:
Change the ribbon pnd paper at the same time even if there is some paper left.

LA Photo Party Upload Helper

Two icons on the desktop run the Mirror Booth:
Photo Party Upload Helper (black icon)
Mirror Me Booth (green icon)

PPU Helper runs in the background and allows guests to text, email, share online and print their photos. While this program auto starts on other photo systems, it will not do so on the Mirror Booth. You must double click it to start. It will then download all currents.

Mirror Me Booth (what we just call Mirror Booth) is the actual Photo Booth program that takes the photos and creates the magic for the guests.

LA Photo Party Program

You can right click on the helper icon on the task-bar and refresh the events from there.
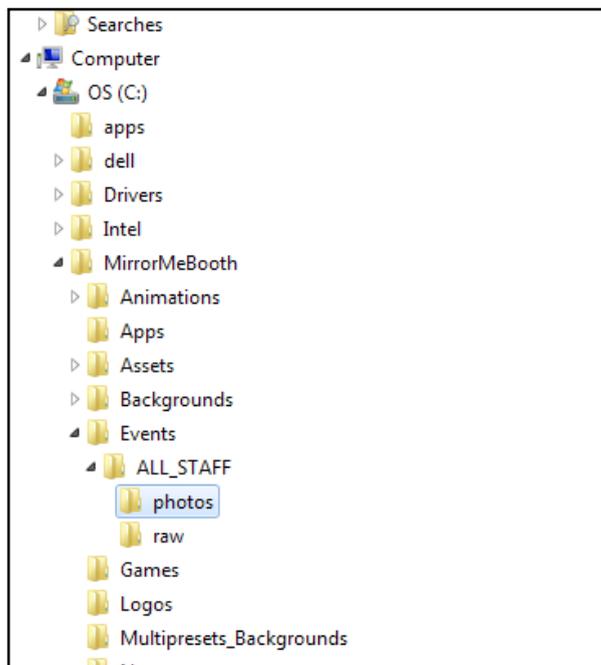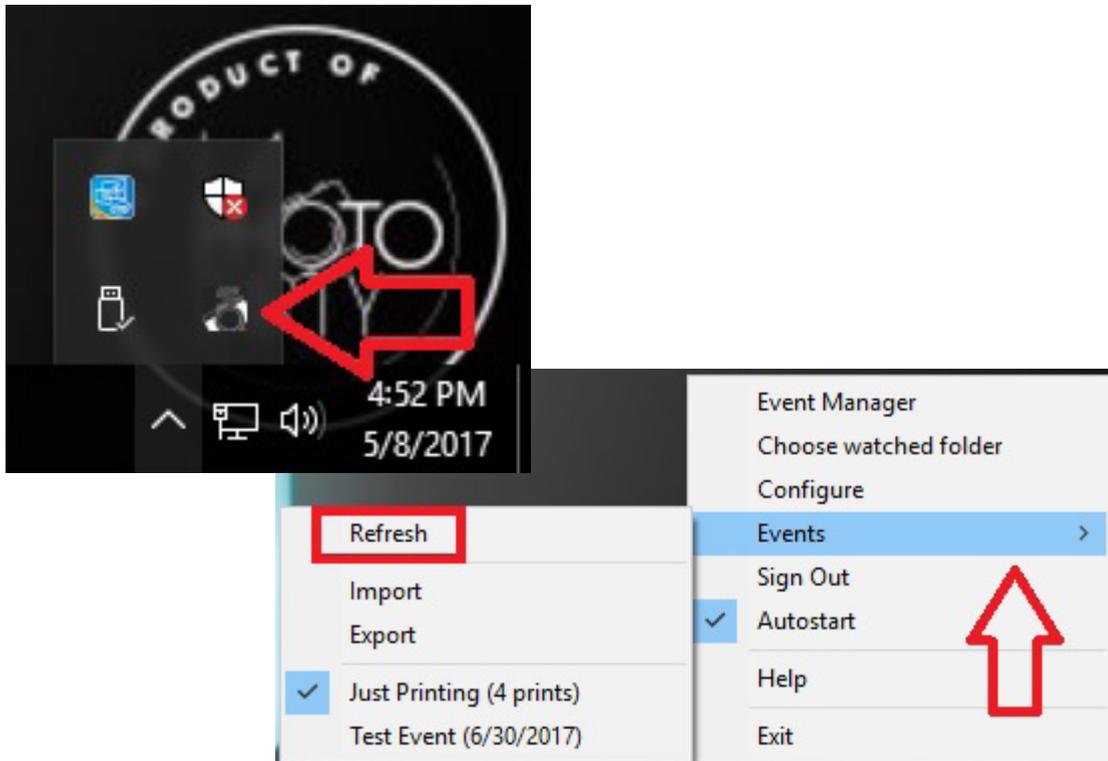
Ensure your event is selected and ensure the correct watch folder is selected. The watch folder will be under OS (C:) > MirrorMeBooth > Events > Your Event > PHOTOS
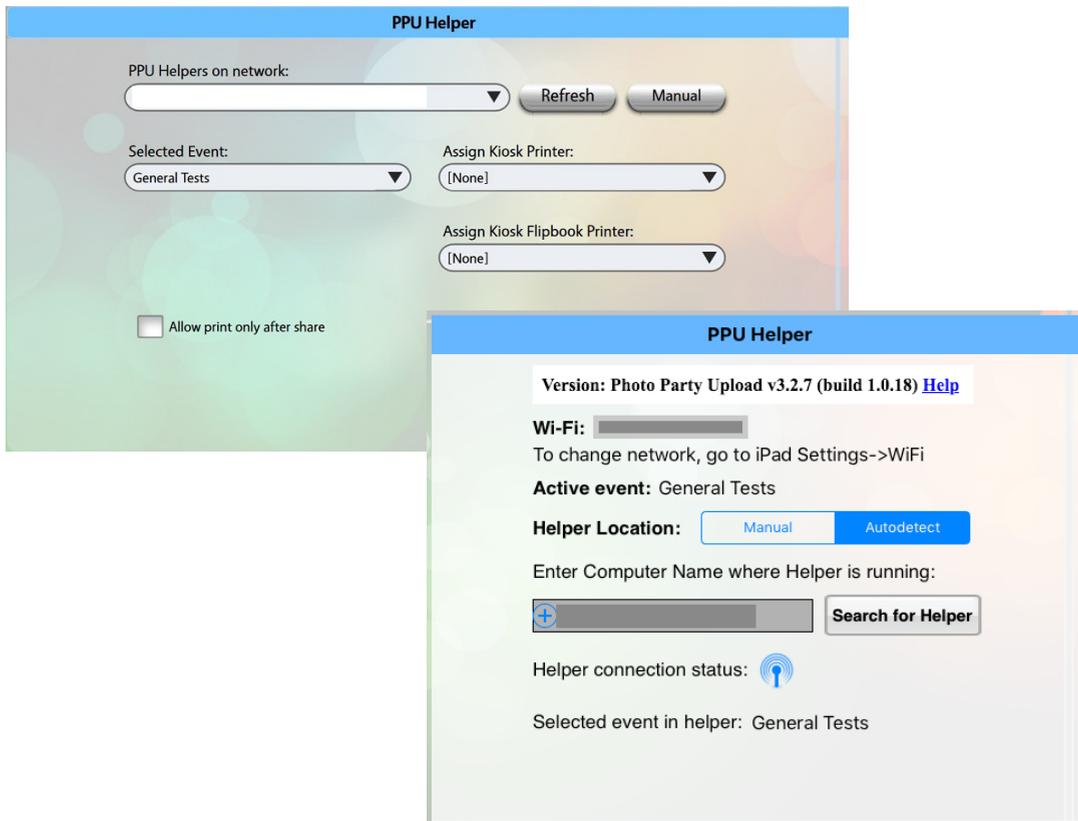
LA Photo Party Program

The iPad and computer MUST be on the same WIFI for the sharing app to work properly. Open the Kiosk app on the iPad. It is a green icon.


Triple tap on the icon in the bottom right corner to search for a helper or to open the settings. The icon will be green if it's connected, yellow when it is loading an image and red if it does not see a connection.

Make sure the correct event and the correct printer is selected to ensure sharing and printing works. If no printer is selected, you must manually select the Kiosk printer.

Mirror Me Booth Program

In theory the only thing you should have to do is open the Mirror Me Booth program, check that the right event is showing and then start pre-
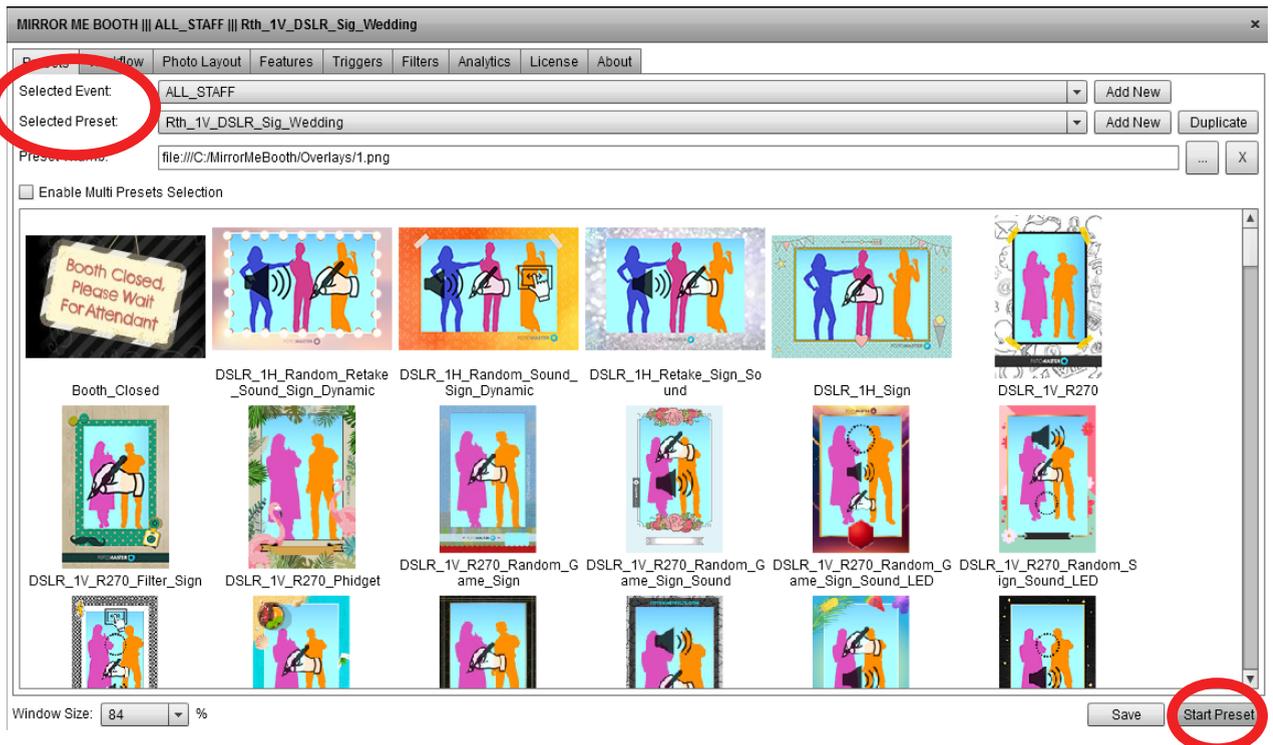
The preset will then start, taking 1 or 3 photos (depending on the photo layout) and will connect to the printer automatically.

Quick Fixes To Remember

- Make sure everything is securely plugged in and connected
- Make sure all devices are connected to the same hotspot (double and triple check).
- Make sure PPU Helper is running and updated (black icon).
- Make sure your event is selected.
- Make sure the flash is all the way up/guests are standing close enough
- Make sure door is completely shut.

Breakdown

Things to remember:

- ALWAYS, ALWAYS, ALWAYS empty your paper strips (even just one).
- Properly shut down all computers/tablets.
- Wrap cords neatly.
- Fold Green Screens/Backdrops/Drape with tag facing out.
- Put all equipment away correctly and neatly.
- EMPTY PAPER STRIPS.

All of the following needs to come out of the back of the mirror and be put into the accessory pack at the end of the night:

        25 ft AC
        Computer cable
        Extra long IEC and USB A to B (printer cables)
        Hotspot and Cable
        iPad cable

        Any other misc. items you placed inside the mirror.

Photo Host Reminders

We are there to ensure the client and their guests have a great time. We should only be posing in photos to take tests and if guests insist or to encourage shy guests to use the systems.

Smile, be patient and say hello.

Communicate and bring your "A" game.

Interact with guests and stay alert.

Keep area and equipment nice and tidy.

Don't panic! You've got this! Have you thought through all the steps? Restarted the system (maybe a few times). If all else fails remember to try the on call number: 440-561-7668 or your photo manager if needed.

https://support.photopartyupload.com is a great resource if you are stuck or are just curious.

We do our best to give you the same standard equipment every time, but shortages do happen. If you ever have something that isn't what you normally have (a birdcage instead of the normal classic system, shop-style drape instead of normal photo drape, etc.) DON'T PANIC, it all works the same. The shell is different, but the product is the same and we trust you to make the same magic happen with whatever equipment you're given. You've got this rock-stars!

Do it right! Make it rock!