



**Teleprompting  
Techniques<sup>®</sup>**

**2019**

## **picoPrompt Settings**

**What you will need:**

**iDevice (iOS 6+ for full functionality)**

**picoPrompt App from the App Store on iTunes**

**picoScroll free app from the App Store on iTunes**

**Optional: iScroll/iGlue Combo from Teleprompting  
Techniques**

**([www.telepromptingtechniques.com](http://www.telepromptingtechniques.com))**

**Optional: Free App picoServe for PCs from  
Teleprompting Techniques**

**([support@telepromptingtechniques.com](mailto:support@telepromptingtechniques.com))**

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## 1. Simple Settings to get you started

### Scroll Control

Enable Gestures ON  
Reverse Gestures OFF  
Scroll Speed (0-25) 1  
Use WiFi OFF  
IP Address (Blank)  
Port Number (Blank)  
Auto Connect ON

### Countdown and Pause Control

Starting Value (0 to 15) 10  
Pause Mode Controls ON

### Auto Flip control

On Application start ON  
On prompt file ON  
On Orientation change OFF

### Default Colours and Font

Foreground White  
Background Black

Default Font Ariel 60

Font 1 Ariel 20  
Font 2 Ariel 60  
Enable OFF

Mirror Mode OFF (change this to ON if using with glass and hood)  
Camera Mount Mode OFF (change this to ON if using with glass and hood)

### Cue Marker

Enable ON  
On Right OFF

### Help Features

Hide Run Order Help OFF

## **Additional Settings**

**Macros**     See detailed description in main handbook

### **Synchronised Payout**

Enable    OFF  
Master Device    OFF  
Port Number    (Blank)  
Server IP Address    (Blank)

### **Script Sync**

#### **Control**

Enable    OFF  
Master Device    OFF  
Use WiFi    OFF  
Bluetooth ID    picoprompt  
IP Address  
Port Number    8012

#### **Items to Sync**

Send Font on Sync    OFF

#### **Script Refresh**

#### **Hand Controller**

Update on Go to Top    OFF  
PiP Record Start/Stop    OFF

#### **Script Sync**

Trigger Script Sync    OFF

#### **Special Functions**

##### **Enables**

picoSmartStart on Flip    OFF  
Auto load to Prompt    OFF

## FTP Server 1

IP address: [gate.ftpcontrol.net](http://gate.ftpcontrol.net)

Username: picoprompt

Password: ????

Directory: ???? (Please contact Teleprompting Techniques support to set up a test directory and password)

Script filter \*.\*

## 2. TEXT ACQUISITION AND EDITING

### 2a. Input text using the picoPrompt editor

In the Local Files view touch Select/Edit.

Touch Create New File

Touch the screen to launch the keyboard

Type in your text

Touch Menu

Touch Save File As

Type in filename

Touch Done

The file will be listed in the Local Files view below the Running Order demarcation lines =====

(See Making a Running Order below)

### 2b. To Edit a File locally

From the Prompt view

file touch the i button to flip to the Local Files view

Touch Select/Edit

Touch Edit

Touch Edit file

Touch the screen to launch the keyboard

Make text changes

Touch Done

The screen will display Local File Options

Touch Save File which will overwrite the existing file

If you want to rename or change the filename touch Save File As

Enter New Filename

Touch Done

The new File will be added to the Local Files list

## 2c. Text Search

To search for a text string touch Menu when in Local File Options  
Touch Find Text which will launch the keyboard  
Enter the text string you are looking for into the search box  
The cursor will go to the first occurrence of the text string  
Touch the left arrow to move to the next occurrence or the right arrow for the previous occurrence

## 3. Mark up commands which can be inserted into text to change colour, fonts, insert text breaks, provide bullet points and Macros.

Mark up commands can be inserted into the script text to define Font Style and size, Markers, Colours and Bullet Points and up to four can be saved as Macros in the picoPrompt settings bundle found at the bottom of the iDevice Settings list under picoPrompt.

### 3a. Macros

There are four Macros that can be set up in the picoPrompt settings in the iDevice settings, picoPrompt can be found at the bottom of the settings list. They will be found in Additional Settings – Macros. These entries can provide a quick way of entering repetitive commands such as inserting markers to break the script into sections.

As an example – to indicate a break point in the script: <marker=1>

## 4. Font Size and Style

### 4a. Default Font

The default font selects the size and style of the prompted text if no other font has been forced using a mark up command (see below) or mapped from defined fonts in downloaded text from a newsroom system such as WinPlus by Autoscript Ltd.

The Default Font can be set in picoPrompt settings, see picoPrompt at the bottom of the iDevice Settings, in Default Colours and Font, select Default Font and touch the Font style and size to set as default.

## 4b. Download Font Mapping

When text has been imported from a newsroom system, such as WinPlus by Autoscript Ltd, two fonts are used, one to define a Slugline, usually a small font and a large font for the main prompter text. Download Font Mapping will map the

imported Font 1, for the slugline, and imported Font 2, for the main prompter text, to any required the font in the picoPrompt font list in the picoPrompt settings bundle. Touch the font to be mapped (Font 1 or 2) and touch the required picoPrompt font that is offered.

## 4c. Font Mark Ups

To force a font size and style to override the default font style as set in picoPrompt settings described above, the following can be embedded in the text: `<font=0>` (The number entered relates to the Font list in the picoPrompt settings under Font and is sequential starting with 0, the smallest font.)

## 4d. Marker Commands

Marker commands within the text enable a remote control to jump between sections of script.

To set a marker insert `<marker=1>` into the text to break the script into sections and give the ability to jump forward to next break or back to previous break using a remote hand control.

## 4e. Justification

Left justify `<justify=0>`

Centre justify `<justify=1>`

Right justify `<justify=2>`

## 4f. Text Colour Foreground, Background and Backdrop

The following are the colour/number allocations and apply to all mark ups where colour is used. The Foreground is the Text. The Background is to create a Highlight. Backdrop is the overall Background colour.

Black	0
Red	1
Green	2
Yellow	3
Blue	4
Magenta	5

Cyan      6  
White     7

Examples:

To set the foreground colour to green: <foreground=2>

To set the background colour to red: <background=1>

To set the Backdrop colour to Blue: <backdrop=4>

## 4g. Bullet Point Markers

Bullet point markers are available in two sizes of spot.

Small Bullet point spot: <spotstyle=1>

Large Bullet point spot: <spotstyle=2>

Once the bullet point spot has been defined by a mark-up in the text it will remain that size until a new size is defined

The Bullet point spots can be coloured as per the above colour table above.

Example to colour a bullet point Red: <spot=1>

## 5. To load text using Cut and Paste

Text can be copied from and email, web site, or other source

### 5a. QuickLoad

Select and Copy the text you wish to import. It will be stored in the iDevice Paste buffer.

Run picoPrompt to the Prompt view and tap the screen using two fingers simultaneously to create a “double tap”.

If you touch Yes to “Do you wish to replace the current text with text from the paste buffer” the prompter will load with the copied text and the file added to the bottom of the Local Files list with a default File Name.

### 5b. Creating a file from Copy and Paste

Select and Copy the text you wish to import.

Start picoPrompt and proceed to the Local Files view.

Touch Select/Edit

Touch Edit

Touch Create from Paste

The File will appear at the bottom of the Local Files list with a default File name.



## 6. To Load Text Using FTP

### 6a. FTP Download

picoPrompt offers the ability to configure two FTP sessions in order that the source of an FTP download can be changed on the fly without re-configuration.

For instance one FTP session could be for script downloads from a remote FTP site using WiFi over the internet while the second FTP channel could be configured for local peer to peer text downloads which would not require internet access.

**To Configure a connection to a remote FTP Server using WiFi and the internet**

Example using a Teleprompting Techniques FTP Server - if you wish to check this function please contact Teleprompting Techniques to obtain a DIRECTORY AND PASSWORD to enable testing.

FTP Server 1

IP /Address	gate.ftpcontrol.net
Username	picoprompt
Password	????????
Directory	picoprompt
Script Filter	*.*

**To configure a peer to peer FTP connection using local WiFi and a PC**

First please contact Teleprompting Techniques at [support@telepromptingtechniques.com](mailto:support@telepromptingtechniques.com) to obtain download details for the free issue picoServe server software for PCs to facilitate file transfers from a PC or laptop to the prompting iPod/iPhone or iPad. An advantage of the Ad Hoc file transfer, direct local device to another local device, is that an external network is not required to make a connection, very useful where scripts are created on a PC and essential in areas where there are poor or no WiFi facilities.

When installed on a PC picoServe will create a directory picoPromptRoot and within this directory another called picoPrompt. Any files saved to this directory with a .txt extension will be instantly available to picoPrompt.

In order that both the PC/Laptop and iPod/iPad can recognise each other over a WiFi connection there should be a Network Connection Name and each should have a Static IP address.

## **7a. To set up a Network name**

The Network name is set up on the PC/Laptop. The following instructions are for Windows XP but subsequent versions of Windows should offer the same facilities.

On the desktop click on Wireless Network Connections.

Click on Advanced Settings and then the Wireless Networks tab.

Click on Add.

Enter the name you have decided to use, for illustration purposes we will use picoprompt.

Check the box at the bottom of the panel “This is a computer-to-computer (ad hoc) Network.

Click on OK.

The name you have chosen, in this case picoprompt will now appear in the list of Wireless networks on the PC and will also appear in the list displayed on the prompting iPad/Pod when you want to connect to a wireless network.

### **To set up a static IP address**

Both the iPad/Pod that you are using with picoPrompt and the PC/Laptop must have a Static IP address and be on the same domain.

To set up a Static IP address on the host PC/Laptop click on Wireless Network Connections.

Click on Change Advanced Settings

Scroll the list of Networks to Internet Protocol/TCP/IP

Click on Properties

Click on Use the Following IP Address

(the following is used as an example) Enter the IP Address 10.0.0.115

Enter the Subnet Mask as 255.255.255.0

The other entries do not have to be filled in.

Say OK

## **7b. To Configure an iDevice in order to create a peer to peer network**

The IP address you select **MUST** be in the same domain as the Host computer i.e. If the IP address of the host is say 10.0.0.115 then the IP address you make up to identify the iPad/Pod should be 10.0.0. ??? The ??? can be any number but must not clash with other devices including the IP address of the Host. For this exercise we will make the IP address 10.0.0.110 – see below. In both cases the Subnet Mask should be 255.255.255.0

The entries for Router, DNS and Search Domains can be ignored.

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Finally to make the connection between picoServe and the iDevice click on **Wireless Networks** and then **View Wireless Networks**. If you do not see picoprompt in the list of available networks click on the Refresh button.

Click on picoprompt and then **Connect**.

Go to the WiFi option of the iDevice which is running picoPrompt and after a short time picoPrompt should appear in the WiFi Network list. Touch picoPrompt to connect and a tick will appear against it.

picoPrompt is now connected to the laptop but the iDevice still needs an identification in order that picoServe knows what to connect to.

To the right of the ticked picoprompt there is an arrow to the right. Touch this and a new window will be opened.

Touch the **Static** window

Enter the IP Address as **10.0.0.110**

Subnet Mask as **255.255.255.0**

The other boxes do not need to be filled.

Finally you have to configure picoPrompt to look for the network directory.

Go to the bottom of the iDevice Settings list and you will see picoPrompt, touch this to bring up all the picoPrompt settings.

Scroll down to the bottom of the settings bundle to **FTP Server 1**

Enter the IP address as that of the host computer – in this case **10.0.0.115**

Username: **picoprompt**

Password: **picoprompt1**

Directory: **picoprompt**

Script filter: **\*.\***

Save any file you wish to transfer to the iDevice into the picoprompt directory: the path is **C:\picoPromptRoot\picoprompt**

Run up picoPrompt on the iDevice and touch **Remote Files**. You will see a list of files that are available in the PC Directory. Drag or touch the file you want so that it is in the select box and press **Select/Edit** and touch **Select** again if you want to prompt it.

Launch the WiFi from both the host computer and the iPad/Pod. When the list of available **Wireless Networks** appears on the iPad/Pod the **Network Name** you selected for your PC/Laptop should appear. Touch this name field to connect.

To the right of the Name line there is a select button a small right facing arrow. Touch this to get to the **Network Configuration Screen**. In the IP Address options press **Static** and you will be offered a screen to enter an IP address and Mask.

In addition the **FTP, File Transfer Protocol**, must be set in picoPrompt. This can be found in **picoPrompt Settings**.

**FTP Server 1.**

The IP Address is the address of the host PC/Laptop

The Username as a default is **picoPrompt**

The Password as a default is picoPrompt

Directory is picoPrompt

Script Filter \*.\*

FTP Server 2 can also be configured for a different Server if required and offers a quick way of changing servers without reconfiguring.

Note: These settings plus all other picoPrompt settings are found in the picoPrompt section of the iPod/iPhone Settings, found towards the bottom of the Settings list.

## **8. Recommended WinPlus Configuration when linking to a remote FTP site and picoPrompt.**

What you will need:

iDevice

picoPrompt App from the App Store on iTunes

iScroll/iGlue Combo from Teleprompting Techniques Ltd

([www.telepromptingtechniques.com](http://www.telepromptingtechniques.com))

FTP enabling Dongle from Autoscript Ltd

([www.autoscript.tv](http://www.autoscript.tv))

iOS 6 or above required for full functionality

Access to a remote FTP server

### **8a. Recommended picoPrompt Settings for V2.1.0 or later when linking to Autoscript's WinPlus Newsroom Prompting system.**

Scroll Control

Enable Gestures ON

Reverse Gestures OFF

Scroll Speed (0-25) 1

Use WiFi OFF

IP Address (Blank)

Port Number (Blank)

Auto Connect ON

Countdown and Pause Control

Starting Value (0 to 15) 10

Pause Mode Controls ON

## **Auto Flip control**

On Application start **ON**  
On prompt file **ON**  
On Orientation change **OFF**

## **Default Colours and Font**

Foreground **White**  
Background **Black**

Default Font **Ariel 60**

## **Font Mapping (See Note 1)**

Font 1 **Ariel 20**  
Font 2 **Ariel 60**  
Enable **ON**

## **Layout Control (See Note 2)**

Mirror Mode **OFF** (change this to **ON** if using with glass and hood)  
Camera Mount Mode **OFF**

## **Cue Marker**

Enable **ON**  
On Right **OFF**

## **Help Features**

Hide Run Order Help **OFF**

## **Additional Settings**

Macros **Not required**

## **Synchronised Playout**

Enable **OFF**  
Master Device **OFF**  
Port Number **(Blank)**  
Server IP Address **(Blank)**

## **Script Sync**

## **Control**

Enable OFF  
Master Device OFF  
Use WiFi OFF  
Bluetooth ID picoprompt  
IP Address  
Port Number 8012

## Items to Sync

Send Font on Sync OFF

## Script Refresh

### Hand Controller

Update on Go to Top ON (See Note 3)  
PiP Record Start/Stop OFF (See Note 3)

## Script Sync

Trigger Script Sync ON

## Special Functions

### Enables

picoSmartStart on Flip ON (See Note 4)  
Auto load to Prompt ON (See Note 4)

## FTP Server 1 and/or 2

IP address: [gate.ftpcontrol.net](http://gate.ftpcontrol.net)  
Username: picoprompt  
Password: ????  
Directory: ????  
Script filter \*.\*

(Please contact Teleprompting Techniques support to set up a customer test directory and password on the TTL Test Server)

**NB:** You will need a dongle from Autoscript to make the system work using the auto FTP Transfer.

In WinPlus Configuration click on the FTP Tab

## Remote FTP

Username: picoprompt

Password : ????

IP Address: gate.ftpcontrol.net

Directory: ??? (Please contact support at Teleprompting Techniques to set up a test Directory and password)

Check box FTP Passive Mode

## Local FTP

picoprompt Root Directory: C:\picoPromptRoot\

picoprompt Sub Directory: picoprompt

PicoPrompt Auto Upload: Enabled

Interval (Secs): 30

Mode: Single Script File : Select with click

Individual Story File: Do not Select.

## 8b. Operation:

When picoPrompt is launched it will ask whether you want to delete all local scripts.

If you say yes picoPrompt will delete the local files and automatically connect to the server and offer you the list of programme scripts held there.

If a test directory has been set up there will be a sample script already in the directory to experiment with.

The file extension of scripts from Autoscript is .ppf .

Drag the list of available files up or down the picoPrompt picking screen in the Local Files view and touch the one you want. It will move to the shaded select bar. Press Select .

You will be asked whether you wish to prompt this script. If you say yes the next time you see the text it will be on the prompt screen - we call this picoSmartStart.

WinPlus is saving a copy of the script onto the remote server every 30 seconds and each save will include all running order and text changes.

At the presenter or operator's discretion the Back to Top button can be pressed on the iScroll picoprompt hand control. picoprompt will automatically check the files on the server and if the date/time stamp has changed will automatically call it in and replace the old text.

Around 30 seconds is the best frequency of save so that it does not over use the network. This means the worst case time for changes to be called in is 30 secs, of course it could be less depending when the change has been made relative to the WinPlus auto save!

Because the script has to be repositioned after a refresh from the top by jumping forward from page to page. As an option if an asterisk is added at the beginning of the story title Slug Line when it is being created in iNews WinPlus will only incorporate those stories with asterisks in the file that is saved to the FTP site. In this way the download time is kept to a minimum and the text can be moved to the start point quickly.

## Notes on the picoPrompt Settings.

### NOTE 1.

#### Font Mapping

Font 1     Ariel 20  
Font 2     Ariel 60  
Enable    ON

Slug lines are traditionally in a smaller font than the prompter text to maximise the amount of screen available for prompter text and to clearly indicate the start of a new story. Winplus sends the slugline defined as Font 1 and the prompter text defined as Font 2 but does not send the font itself. The pico Font mapping settings allow the user to map the WinPlus defined Font 1 and Font 2 to any of the standard picoPrompt Fonts. When the setting Font1 or Font 2 is selected the whole range of picoPrompt Fonts are offered and the required font can be checked.

### NOTE 2.

#### Layout Control (See Note 2)

Mirror Mode   OFF (change this to ON if using with glass and hood)  
Camera Mount Mode   OFF

These should be set to ON if the prompter is to be used in Mirror Mode for use with an on-camera hood and glass system. Mirror Mode turns the prompter screen into a mirror image of the text.

The Apple default flip when returning to the Local Files View for editing or selecting a new file to prompt means the Local Files view is facing away from the user. If Camera Mount Mode is selected a further flip will automatically occur to bring the Local Files View to face the user for easy access.

### NOTE 3

#### Script Refresh

Hand Controller

Update on Go to Top   ON  
PiP Record Start/Stop   OFF



When ON Update on Go to Top will change the function of the iScroll hand control so that if the button nearest the control knob is pressed it will automatically trigger pico to check the FTP site for changes to scripts and the running order. If the date/time stamp has changed it will call the new version into the prompter. When OFF the button will revert to its normal function of restarting the prompter text from the top.

PiP Record Start/Stop enables remote start and stop recording of the Facetime camera. In this way a user can video and prompt themselves at the same time. The Back to Top Button can be pressed twice with a half second delay between presses. A successful Start can be seen when a small reference screen of the Facetime camera output appears embedded within the prompter text. A successful Stop will close the reference window and inform you that the video has been saved to the camera roll.

#### **NOTE 4.**

### **Special Functions**

Enables

picoSmartStart on Flip    ON  
Auto load to Prompt        ON

If picoPrompt is launched with picoSmartStart of Flip set to ON it will ask whether you want to delete local files. If you say yes it will automatically delete all local files, and proceed to connect to the remote FTP server and will then display the available files in the picking window.

If Auto Load to Prompt is also set to ON, when you have selected the required file, pico will ask whether you want to prompt that file. If you accept, pico will proceed to load and display the file as prompt text and save it into Local Files.

## **9. A Detailed description of picoPrompt Settings and their Functions.**

### **9a. Scroll Control**

#### **Enable Gestures**

When set to ON provides a facility to control the speed of scroll by touching the screen and moving your finger up to start/advance the text to increase the scrolling speed or down to reduce the scrolling speed, or stop.

#### **Reverse Gestures**

When set this will reverse the above movement.

## Scroll Speed

This will indicate the last speed of scroll.

## Use WiFi

This should be set to ON if it is intended to use a remote hand control using peer to peer WiFi. If Bluetooth is to be used this should be set to OFF.

**IP Address:** This is the IP of the host if a WiFi connection is being used

**Port Number:** The default Port Number is 3254

**Auto Connect:** The device will automatically connect to the host and should the connection be dropped will reconnect automatically.

**9b.** The following settings (\*) are for use where no external scroll control is in use and the user sets an average reading speed, usable for short pieces to camera of up to a minute.

### \*Countdown and Pause Control

**Starting Value (0 to 15):**

This is the value of the countdown display in seconds to the start of scroll and can be edited in Settings

### \*Pause Mode Controls:

When this is ON a Pause Bar will appear when the scrolling text is paused by touching the screen. The PAUSE BAR consists of the following Icons:

### \*GO

When pressed this will take the script to the designated In Point and commence to scroll automatically after a countdown of seconds as entered in Starting Value.

### \*In Point

This enables a start, or In Point, to be set in the script. The In Point will be cleared before a new one is set.

### \*Save Speed:

If scrolling text is being used without a hand control to adjust the speed, the speed can be set at an average reading speed. The Waiting or Running man Icon is used to save the set speed. This will be applied to the scroll rate after GO enables auto scrolling. This means other points in the script can be checked but always be sure that the scroll will be the right speed when Auto scroll is initiated.

### \*Pause/UnPause

The scrolling text can be paused by simply touching the screen. Un-Pause by touching the screen again or by touching the Un-Pause Icon.

### **\*Orientation Lock**

The Padlock is green when UnSet and RED when SET. This will lock the orientation to avoid accidental Flipping.

Speed Value:

The speed value that has been saved.

### **9c. The iPad/Pod i Symbol**

Touch the i symbol to return to the Flipside of the screen for file management/downloads.

### **9d. Auto Flip Control**

#### **On Application Start**

When ON the application will automatically power up in the Local Files screen ready to select a Prompt File. After selecting the file press PROMPT to initiate prompting.

When OFF the application will power up with the prompt screen displayed. Press the i button to get to the Local Files view.

#### **ON Prompt File**

When ON prompting will automatically start after Prompt File or Prompt Running Order has been selected.

When OFF select the file with Select/Edit, press Prompt File, then press Prompt to prompt the file.

#### **On Orientation Change**

When ON, the display will flip between the Prompting view and the Local Files view on a physical orientation change.

NB: If the FLIP on Orientation is not ON the small Apple i icon must be used to return to the Flipside of the application.

### **9e. Default Colours**

Select Foreground or Background and check the desired colour. These are default colours. If text is originated in Word or other word processors there are MarkUps available to define background and foreground colours. The text should be saved as a .txt file.

### **9f. Default Font**

Is the Font that will be used on the prompt output unless another font has been marked up (see 4c) or by Font Mapping - (see 9d)

### **9d. Font Mapping**

Font 1

Font 2

Enable ON/OFF

When enabled will map imported fonts 1 and 2 to any internal pico font. (see 8.b Note 1)

## 10. Layout Control

### 10a. Mirror Mode:

When ON the display will offer a mirror image of the prompt text in order that it can be used with On-Camera prompting systems which use glass or Perspex to reflect the image across the lens of the camera.

### Camera Mount Mode

When ON an additional automatic flip is introduced to position the edit screen so that it faces the user when in mirror mode. This facilitates selection of a new file or small corrections to the text.

## 11. Cue Marker

Enable:

When enabled a cue marker will appear in the prompt display margin. The Slider adjustment will move the marker up or down the screen.

On Right

The position of the cue marker can be changed when languages that justify to the right are being used or the display is in mirror mode.

### Hide RO Help

A default hint on how to use the Run Order will be cancelled with this set to ON.

## 12. Additional Settings

### Macros

Up to four Macros can be set to use the mark-ups to place markers, fonts changes, or colours into the text.

## 13. Synchronised Playout

Enable will initiate prompting synchronisation using two iDevices and a local network with a WiFi connection

### Master Device

will set a device as the controller. There can only be one designated master device in a group.

Port Number: 3254 is the default port.

Server IP Address is the IP of the peer to peer WiFi server.

## 14. Script Sync

Note: Any devices that are being synchronised must have the same resolution i.e. iPad to iPad, iPhone to iPhone or iPod

## Control

### Enable ON/OFF

Script Sync using Bluetooth will synchronise script between two iDevices which enables script updates to be sent to the on-camera prompter without removing it from camera.

Both devices must be Enabled.

### Master Device

Only one device can be set as a Master

### Use WiFi

If using WiFi rather than the default Bluetooth, set up a local network

### Bluetooth ID picoprompt (default)

The same Bluetooth ID must be set on both devices, the devices will auto connect

### IP Address

is the IP address of the server if a WiFi connection is being used

### Port Number 8012 (default)

Is the port number that is being used if a WiFi connection is being used.

## 14a. Items to sync

### Send Font on sync

When enabled will send the font as part of the syncing process to ensure that the format remains the same on both devices

## 15. Script Refresh

### Hand Controller

#### 15a. Update on go to Top

When enabled this will change the function of the “Back to top” button the the iScroll hand control to automatically command picoPrompt to log onto a remote FTP site and call in any scripts that have been updated

#### 15b. PiP Record Start/Stop

When enabled the “Back to Top” button on the iScroll hand control will start video recording using the Facetime camera. Two presses are required with a half second delay. A successful start will show a picture of the Facetime video embedded within the prompter text for reference. A successful Stop will cancel the picture and save the video to the camera roll.

#### 15c. Script Sync

### Trigger Script Sync

When Enabled Script Sync will refresh locally held scripts from the remote FTP server

## 16. Special Functions

### Enables

#### 16a. picoSmartStart on Flip

When enabled when picoPrompt is launched the user will be asked whether they would like all local scripts to be deleted. PicoPrompt will then automatically log onto a specified remote FTP server and display all the scripts available.

#### 16b. AutoLoad to Prompt

When an available file has been accepted by touching the entry on the picking screen the user will be asked whether they wish to prompt that script. If accepted the picoPrompt will automatically load the script into both the prompter and Local Files and Flip to the prompt view.

#### 16c. FTP Server 1 and 2

Hostname: Is the IP address or URL of the remote server

Username: This is the name of the network.

Password: This is the password for the network

Directory: This is the directory where the script files will be saved.

Script Filter: Typically \*.\* will load any file.

<foreground=2>A printable version of this handbook can be downloaded from [www.telepromptingtechniques.com](http://www.telepromptingtechniques.com) under Support and Handbooks.