

RightBooth 7 User Manual

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Overview

RightBooth is a low cost software application for creating your own video message and photo capture solutions, such as those found in professional video booths and photo kiosks.

The RightBooth software runs on your own computer equipment, letting you host many types of recording experiences at social and business events, allowing users to record high quality, high definition videos and photographs, and to write text messages directly on your computer. You can also present users with a series of questions which they can answer by recording video or entering text, and you can let users create karaoke videos of themselves as they sing along to karaoke tracks.

Additionally you can use RightBooth to create information presentations, which can be played in a slideshow mode or interactively, your presentations can comprise a range of rich media elements, including text, images, videos, sound, music and web pages.

Note that throughout this documentation (and within the software itself) we will refer to a recording session or an information session as an **event**.

Program Requirements

In order to use RightBooth you will need the following:

- a Windows desktop computer (and monitor), or a laptop, notebook or graphics tablet with one of these operating systems installed: Windows Vista, Windows 7, Windows 8, Windows 8.1 or Windows 10. Note that RightBooth is designed for Windows only, there is currently no version for Mac or Linux.
- a minimum display resolution of 800 x 600 pixels.
- if you are using RightBooth to record videos or capture photos then you will need either a USB webcam or a DSLR camera connected to your computer by USB. Most laptops/tablets already have a webcam fitted into the lid.
- a microphone connected to your computer or your DSLR camera. Most webcams are designed with an internal microphone, but you may want to attach an external microphone for improved audio quality.
- either a keyboard, a mouse, a touchscreen or a USB button (or buttons) connected to your computer. This will allow your guests to interact with the RightBooth software.
- a reasonable amount of free hard disk space for storing the video and photo files created by RightBooth. Note that if you are low on hard disk space it is possible to configure RightBooth to use another storage device (see later).

Installing RightBooth

Run the RightBooth Setup program. You must read and accept the RightBooth License agreement before the software can be installed.

You will then be asked to select an installation location. By default, the software will be installed into the **\Program Files\RightBooth7** folder on Windows 32 bit, or **\Program Files (x86)\RightBooth7** on Windows 64 bit operating systems. The installation process will then begin.

During installation you may be asked to install the Microsoft .Net Framework 4.6 runtime package which is required in order to run RightBooth. More recent versions of Windows normally include this framework as part of the operating system. However if required, and upon your acceptance, the Framework will be downloaded and installed from the Microsoft website, so please ensure that your computer is connected to the Internet during the RightBooth installation process.

The RightBooth Media Library is also installed and contains over 1000 useful resources that can be used in your event designs.

When the installation is complete, a program shortcut icon will be placed on your computer desktop.

RightBooth Editions

RightBooth is offered in four different editions: **Bronze**, **Silver**, **Gold** and **Diamond**, with each edition providing an increased number of features. This document explains all the features of RightBooth, but some of them may not be available within in the edition you have purchased. When you try to use a feature that is not included in your edition, RightBooth will inform you. Full details on the features of each edition can be found at www.rightbooth.com/features.html.

Entering A Product Code

When you buy RightBooth you will be provided with a product code that can be entered into the program to enable your edition features. This is accessed by clicking the '**Enter product code**' button on the **About** window (see later).

The Main Window

Double click the RightBooth desktop icon to start the software. You will then be presented with the Main window containing the following options:

Event File Options

Design – This button takes you to the Event Designer where you can decide which recording types to offer in your event and which screens to include.

Edit – This button takes you to the Screen Editor where you can edit all the event screens and their content.

Play – This button will start playing your currently open event, allowing users to record videos, photos and messages.

Create – This will build and create a new event file. You can create an event using the Event Wizard (see later) or choose from a selection of standard default event types. Note that if you choose to create a standard Mirror Booth event, it will be configured for HD portrait screen mode and will contain animated graphics where applicable.

Open – Takes you to the Open File dialog where you can browse and open a previously saved event file.

Save – Saves the currently open event as a file using the name shown in the Current event panel.

Save As – Takes you to the Save File dialog where you can browse and save your currently open event, allowing you to optionally rename the file in the process.

Package – Takes you to the Package screen where you can create and install event packages. See section Event Packaging.

Current event - This panel shows you the filename of the event that is currently open in RightBooth.

Event preview – Here you will see a preview window showing the Start screen of the current event. You can use the **Preview** screen buttons to preview all the screens in the event. You can also tick the '**Webcam on**' checkbox to see the live webcam within the preview window. Note: turning on this option may increase the time needed to start RightBooth running.

Event files – This will open the folder where the current event's recorded videos, photos and messages are located. Note that by default RightBooth stores all your events as files within the folder: **\My Documents\RightBooth7** and it saves all videos, photos and messages as files within sub folders at this location.

Tasks – Takes you to the Event Tasks screen, where you can review and print event photo layouts, batch convert event videos into other file formats and email files to users. **See Event Tasks.**

Publish – Takes you to the Event Publisher screen. See section: **Publish event files.**

Other Options

How to – Click this link to take you to a page on our website that provides answers to many regularly asked questions, including how to make the best use of RightBooth and how to achieve great video recordings on your computer.

Help – Open the RightBooth Help file.

Manual – Read the RightBooth user manual in PDF format. You will require the Adobe PDF Reader installed on your computer.

Settings – Here you will find settings which apply generally to the RightBooth program, settings which will affect all your events, including video, audio and photo capture properties, printer selection, event instructions, security and social media integration. You can also test the video recording performance of your equipment, and configure and test the Green screen and face detection features.

About – Here you can see the current version of your software, check for a newer version of the software, read the end user license and enter your product activation code. You can also enable the **Auto check for update** feature. This will periodically check our website for a newer version of RightBooth.

Exit – Exits the RightBooth application. You will always be asked to save any unsaved event file.

Enter Product Code - This button will be displayed if you are using RightBooth in evaluation mode. Use this to enter your product code (see earlier).

Upgrade - This button will be displayed if you are using a version of RightBooth that can be upgraded to a version having more features. Click this button to access the upgrade page on our website.

Get latest version - This button will be displayed if you have set the **Auto check** feature in the About window and there is a newer version of RightBooth available for download.

Publish event files

This feature allows you to publish (i.e. copy) all the recorded videos and captured photos for an event onto a removable storage device such as a USB data stick, together with a viewer application (Viewer.Exe) which will allow easy viewing of the files directly off the media. This might be useful if you want to provide third parties with all the recorded files from an event. After publishing, open the published folder in Windows Explorer and double click the Viewer application to view the published files. The Viewer will show thumbnails of all the published videos and images. Clicking on any thumbnail will show the selected video or photo full screen along with navigation buttons to allow you to control the video playback and to browse the other files.

Click the '**Publish**' button to show the Event Publisher window containing the following options...

Background Colour or Image – This lets you define the background colour or background image to be used by the viewer.

Controls colour – This lets you define the colour of the icons that will be displayed by the Viewer for file navigation and video playback control.

Publish files – Click this to start the publishing process. You will be asked to select a folder into which the files and the Viewer application will be published. Insert a removable device and select the root folder of the device. All files will then be copied, and thumbnails will be created during the process.

Exit – Click this to return to the RightBooth main window.

The Event Wizard

The Event Wizard is accessed from the RightBooth Main window by clicking the Create button. The Wizard is designed to take you through a number of steps in creating an event.

Choose your recording types

This step lets you choose the type of recordings your users can make during the event.

Choose **Make video recordings** if you want users to record videos during the event.

Choose **Take photos** if you want users to take photos during the event.

Choose **Type text messages** if you want users to type and enter messages during the event.

Choose your recording time

This step lets you select the maximum video recording time for each video that will be recorded during the event. The default time is 20 seconds, but you are free to alter this up to a maximum of 9999 seconds.

Choose to show and redo video recordings

This step lets you decide whether to play the recorded videos back to the user after they have been made.

You can also decide whether to allow your users to redo videos if they are not satisfied with the results.

Choose the photo count

This step lets you select the total number of photos that each user will be asked to take, up to a maximum of 10.

Choose to show and redo photos

This step lets you decide whether to show photos to users after they have been taken.

You can also decide whether to allow your users to re-take photos if they are not satisfied with the results.

Choose to print photos

This step lets you decide whether to include the printing of photos in a photo event. You can select your printer, choose the number of printer copies that will be made for each user and also choose a photo print layout from the RightBooth Media Library.

Thank your users

This step lets you decide whether to include a **Thank you** screen in the event which will be displayed after the user has completed their recordings.

Choose an input method

This step lets you choose how users will interact with the event. You can select from:

Pressing a single key on the keyboard – Users will be asked to press a specific key on the keyboard during the event (this defaults to the SPACEBAR) so you will need to give them access to the computer keyboard. The assigned keyboard key can be changed in Settings (see later).

Pressing different keys on the keyboard – Users will be prompted to press certain keys to perform certain actions during the event so you will need to give them access to the computer keyboard. The assigned keyboard keys can be changed in Settings (see later).

Mouse – Users will be asked to press a mouse button during the event so you will need to give them access to the computer mouse during the event.

Touchscreen – Users will be asked to touch the screen during the event. If you have a touchscreen monitor you may find it useful to select this option. Your guests can then simply view and interact with RightBooth using your touchscreen monitor and you can hide your computer keyboard and mouse out of sight.

Note that it is also possible to use USB buttons to interact with the event. For more information on USB buttons see section: **Settings - User Input**.

Choose the background

This step lets you choose a background image or background colour to use in the event.

Click the 'Choose an image' button to access the RightBooth Media Library where you can choose from dozens of images. Or click the 'Choose a background colour' button to choose a solid colour for the background.

The chosen image or colour will then be used on all the screens in your event. Note that it is possible to re-design individual event screens later. For more information see section: **Event Designer**.

Choose a button style

This step lets you choose a button style to use in the event. Click the 'Choose a button style' button to access the RightBooth Media Library where you can choose from dozens of buttons. The chosen button will then be used on all the screens in your event wherever a choice is required to be made by the user of the event. You can also choose the icon style that will appear on the buttons.

You can also un-tick the option 'I would prefer not to have buttons on the event screens' to exclude buttons from the event.

Choose the text style

This step lets you choose the text style that will be used to display text in the event. You can select the text font, style, colour and shadow.

You can also choose to add a border around all the webcam, video and photo placeholders on all your event screen. The border will be added in the same colour as your text.

Choose a language

This step lets you choose which language you would like the event instructions to be shown in. You can also add a title for the event which will appear on the event start screen. See the sections Event languages

Select your equipment

This step lets you choose a webcam and a microphone to use in your event. Note that it is also possible to use a DSLR camera, but this is not covered in the Wizard. Please refer to other sections in this manual for more information on how to use a DSLR camera in RightBooth.

Select a webcam

In order to record videos and take photos, RightBooth requires a webcam to be connected to your computer. Choose a webcam from the drop down list. The capabilities of your chosen webcam will dictate the quality of the video and photo recordings that can be made. Most webcams will default to capturing video at 640 x 480 pixels, but there are many webcams on the market capable of recording at a higher resolution than this. Ideally you should obtain a webcam capable of recording at resolutions up to and including high definition (1920 x 1080) as this will give you the maximum flexibility when selecting a recording size.

Note that some computers (especially laptops) may be fitted with an integrated webcam, usually in the monitor bezel. However, there is nothing to prevent you from attaching another (better) webcam to the same computer. RightBooth will then display both webcams in the drop down list at this stage of the Wizard, allowing you to select your preferred webcam.

Select a microphone

When recording video you also need to select a microphone in order to capture the sound. Most webcams come fitted with a built in microphone so you will normally choose the microphone belonging to your selected webcam, although you may connect another microphone to your computer and select it in the drop down list on this panel.

When the wizard has been completed, RightBooth will create your new event file and will then automatically play it, see the next section for details.

Playing Events

Once you have created or opened an event, you can start it playing by clicking the **Play** button on the RightBooth Main window.

Events will always play full screen and will hide the computer desktop. You can also stop users from gaining access to the rest of the computer for the duration of the event, See **Security settings**.

Events comprise a series of screens. Each screen contains one or more items, including images, text, video, sound and interactive buttons. Users can navigate through the screens following onscreen prompts to allow them to record videos, photos and messages.

This section discusses the course of a standard event, such as those created by the Event Wizard. A standard event usually comprises the following screens that are presented to the user:

Start screen. The system waits for user interaction

Choose recording screen. The user can choose to record a video, photo, text message or answers to questions

Get ready screen. The user is prompted to prepare for the recording

Countdown screen. A short countdown is shown to the user

Recording screen. The user records a video, a photo a text message or answers

Show screen. The user watches their recorded video, photo, message or answer

Thank you screen. The user is thanked for their contribution

The system then returns to showing the **Start screen**.

When an event first starts, RightBooth will normally show the **Start screen** containing your chosen background image together with a video preview window (in this example the entrance foyer to a wedding reception), your event title and an instruction to the user to interact with the system:



In the above example screenshot, the event has been configured to be used with a touch screen.

In the following sections we will describe some of the recording types available for inclusion within an event, with the screenshot images showing some of the themes that are available in the Media Library and also some of the screen layout possibilities.

Video Recording

This section describes what happens if you have configured your event to allow users to record videos. In the following screenshots the event has been configured to take user input from a mouse.

When the user clicks the mouse at the Start screen they will then be presented with this screen:



When the user clicks the mouse again, they will be shown a **Get ready** screen, followed by a **Countdown** screen and then the video recording will start. During video recording the user will see the following screen which prompts them to speak and shows them a countdown of the remaining recording time:



The user may speak for the full recording duration or may stop the recording earlier by clicking the mouse again. After the user has finished their recording, the system will play back the video:



After the video has finished playing, the system will show the **Thank You** screen before returning to showing the **Start** screen, allowing the next user to make another recording. All your recorded video files will be automatically saved to your chosen storage folder and will be given a filename comprising the date and time that they were made, for example the following video recording was made on the 4th January 2017 at 12:54pm:

2017-1-4 12-54-49 video.wmv

Photo Capture Recording

This section shows an example of what happens if you have configured your event to allow users to record photos. In the following screenshots, RightBooth has been configured to take user input from the touchscreen.

When the user touches the start screen they will then be presented with this screen:



When the user touches the screen again, they will be shown the **Get Ready** screen, followed by a **Countdown** screen, after which the system will take a photo. The photo will then be displayed to the user for a short period of time, followed by a **Thank You** screen, before returning to showing the Start screen.



All your recorded photo files will be automatically saved to your chosen storage folder and given a filename comprising the date and time that they were made, for example the following photo recording was made on the 4th January 2017 at 12:54pm:

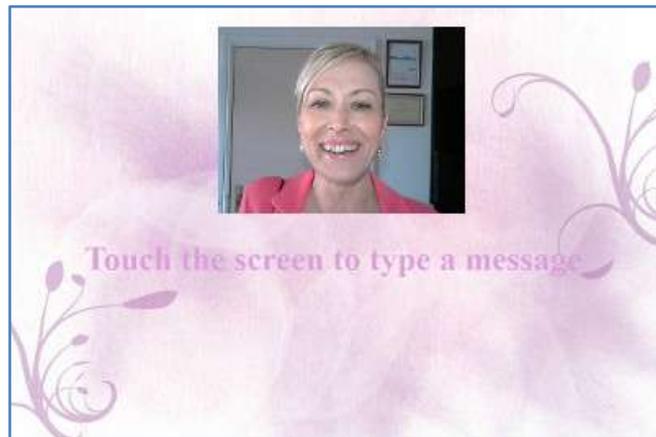
2017-1-4 12-54-49 photo.png

Note that if you have chosen to allow users to take more than one photo, the above process will be repeated for each photo taken before showing the **Thank You** screen.

Text Message Recording

This section shows an example of what happens if you have configured your event to allow users to record text messages. In the following screenshots, RightBooth has been configured to take user input from a touchscreen.

When the user touches the Start screen they will then be presented with this screen:



When the user touches the screen again, they will be presented with the text message input screen:



The user may then type a message using the on-screen keyboard or the physical keyboard.

Touching the **OK** button will save the message onto the computer.

Touching the **Cancel** button will cancel the message and return the system to the Start screen.

All your recorded text message files will be automatically saved to your chosen storage folder and given a filename comprising the date and time that they were made, for example the following message was made on the 4th January 2017 at 12:54pm:

2017-1-4 12-54-49 message.txt

Question and Answer Recording

This section shows an example of what happens during the event if you have set RightBooth to show text questions and expect users to record video answers. Note that other Question and Answer combinations are available (see later). In the following screenshots, RightBooth has been configured to take user input from a touchscreen.

When the user touches the Start screen they will then be presented with this screen:



In the following example there are two text questions to answer by recording a video answer to each question. When the user touches the screen again they will then be presented with the first question:



When the user has read the first question and touches the screen again they will be able to record a video answer for the first question. The amount of time allowed for each question is defined by the **Maximum recording time** value in the Event Designer settings (see later):



When the user touches the screen again (or after the recording time has counted down to zero) they will then be presented with the second question:



When the user has read the second question and touches the screen again they will be able to record a video answer for the second question:



After the second (i.e. final) question has been answered, the system will then return to the Start screen.

All recorded video answer files will be saved into your chosen storage folder and automatically given a filename comprising the date and time that they were made, for example:

2017-1-4 12-54-49 answer 1.wmv

2017-1-4 12-57-20 answer 2.wmv

Please note that it is possible to define a set of questions for each event, questions can be text questions, video questions, multiple choice questions or combinations of all types, and you can define the order that they will be presented to the user (see later).

Multi Type Events

This section shows an example of what happens during the event if you configure RightBooth to allow users to choose from a combination of videos, photos, text message and Question and Answer recordings.

When the user interacts with the system at the Start screen they will then be presented with this screen, where users can select from one of four recording types:

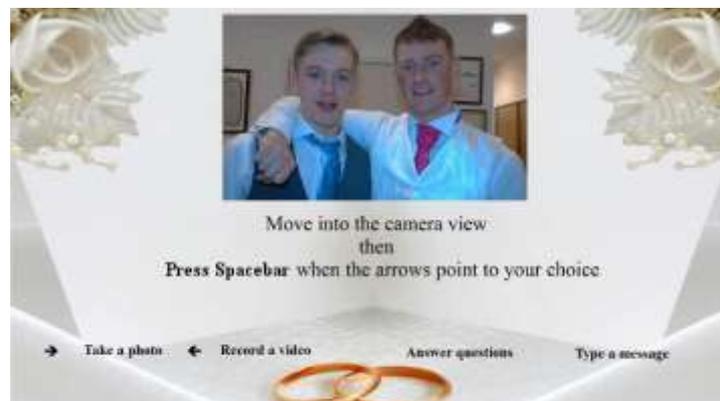


At this point the user will see buttons corresponding to the available recording options specified in the Event Designer. In the screenshot above we have set the system to allow the user to choose from Video, Photo, Text Message and Question recordings.

When a user touches the chosen button the system will then take the user through the process of recording a **Video**, taking a **Photo**, entering a **Text Message** or answering **Questions** (as described in the previous sections). Note that you can also include the Karaoke option on this menu if required (see next section).

Please note that if you have chosen **not** to show selection buttons (see section: **Event Designer** later), the selection buttons will be hidden, allowing you to simply click or touch the appropriate text item for selecting your recording choice.

When playing a multi type event with the single keyboard key input option (or the USB input option), text arrows will appear on screen that alternate pointing at each of the available screen choices. In this mode, the user can wait for their choice to be pointed at by the arrows, and then they can press the Spacebar (or the key specified in Settings) to select the choice. In the example screen shot below, the selected option is **Take a photo**:



Karaoke Video Recording

Another recording type that lets you record videos is the Karaoke mode. This is similar to the Video recording mode, with the addition of an extra screen that appears before recording starts, which lets the user select a karaoke file which will play while they record themselves singing.

A karaoke file is a video file containing both the visible song lyrics and the instrumental audio track. The lyrics are displayed in time with the instrumental and will appear on screen as the user is making their recording. The Media Library contains a number of example karaoke files for your use. These files have been provided for distribution with RightBooth from www.karaoke-version.com. If you need further karaoke files, we recommend you visit their website.

During a karaoke video recording, users will: (1) see themselves singing on screen while the video is being recorded, (2) hear the instrumental audio from the karaoke video, via speakers (or headphones) and (3) follow the karaoke lyrics as they appear on screen during the recording.

Setting Up Your Equipment For Karaoke Recording

There are essentially three ways that you can set up for karaoke recording.

Method 1 – Webcam and speakers

Simply allow the instrumental from the karaoke file to be played out from the PC in a pair of speakers and allow this music to be captured (along with the user's singing) by the microphone on the webcam, or a separate microphone attached to the PC sound card microphone input. This requires you to position the speakers in front of the microphone, possibly at either side of the user, so that the microphone will pick up both the users voice and the instrumental from the speakers.

Method 2 – Webcam and mixer

You may wish to record a clean instrumental track that is mixed in with the user's voice. For this you should obtain a cheap karaoke mixer unit that will let you plug in one or more microphones and also take the line out from your PC sound card (containing the karaoke file instrumental), then connect the output from the mixer to the line input (or microphone input) of your PC sound card. This mixed audio will then become the audio track on webcam video recording.

Using a karaoke mixer will allow you to set the audio levels for both the microphone and instrumental, and should give you a better quality sound than method 1. There are many karaoke mixers available, for as little as \$20. Please see the RightBooth website for more details. If you want to use a different microphone when recording karaoke videos you can enable this in Audio Settings.

Method 3 – DSLR Camera and speakers

If you have set up RightBooth to use a DSLR camera for recording videos then you must use the microphone on the camera for all audio recording, so the karaoke backing music must be played out of speakers allowing the camera microphone to record the music along with your singing voice.

Ending An Event

By default, a 'playing' event can be stopped by pressing the **Escape** key on the computer keyboard. This will stop the current event and return you to the RightBooth main window.

Note that this feature can be prevented within the **Event Security settings** (see later) or alternatively you can choose to exit the event with a key code, a series of mouse clicks or touches on various areas of the screen.

Creating Your Own Events - Overview

While the Event Wizard is a great way to get started, you will soon want to progress onto designing and authoring your own events that make use of the rest of the RightBooth's features. This section provides a brief overview of the steps involved in creating your own event and refers you to other sections of this manual for more details.

Settings

Before creating your own events, you should first make sure that you have configured the RightBooth Settings.

These settings will apply to all the events you create and they include: configuring a webcam, microphone and DSLR camera, specifying video file recording options, specifying photo capture sizes and file types, deciding upon standard event text wording to be used in all your events, such as language translations or re-wording of prompts (if required). Refer to section **RightBooth Settings**.

Create an Event

You can start a new event by clicking the **Create** button on the RightBooth Main window and then choosing to create a standard default event or to create an event by using the **Event Wizard**.

Design an Event

To alter the content and structure of your event use the **Event Designer**, accessed from the Main window by clicking the Design button.

Among other things, the Event Designer lets you choose the event type, the kind of recordings that can be made in the event (e.g. record videos, photos, etc), which screens to show in the event (e.g. Start screen, Terms and Conditions screen, Review screen, etc), any specific text or wording for the event and any questions you want to include in the event. Refer to the section **Event Designer**.

Edit the Event Screens

When you create a new event, all screens are created using a standard design and style. If you want to alter any of the screens, use the **Screen Editor**. This can be accessed by clicking the **Edit** button on the RightBooth main window.

Among other things the Screen Editor lets you choose any screen in the event and then alter its contents, such as the position, size, layer, colour and border of text prompts, images, backgrounds and video. You can add your own image and text content to any screen. You can alter the amount of time a screen will be shown. You can add screen and item transitions. You can add countdown items, sequence items, video and audio clips and web pages. You can also create new screens that contain anything you like, and these can be optionally set to appear on a second or third monitor. Refer to the section: **Screen Editor**

Design the Print Layout

If you want photos to be printed during (or after) the event you will want to design a Print Layout for the event. This is available as a separate screen within the Screen Editor and provides tools for laying out photos in a variety of ways and to include text and image overlays on the photos. Refer to the section: **Print Layout Designer**.

RightBooth Settings

The RightBooth Settings are accessed from the Main window and they apply generally to all the events you create. The Settings window is split into a number of categories (tabs) which are now explained in the following sections.

Video Settings

The Video tab lets you configure up to 4 webcams for use during the events.

Webcam 1 (required) – Select this to allow you to assign and configure your main webcam. This webcam is the one that is used when recording webcam videos and taking webcam photos in all your events.

Optional webcams 2, 3 and 4 – Select a number to allow you to assign and configure other webcams for use in your events. Additional webcams are used to facilitate the Picture in Picture features, see: **Event Designer → Recording types**.

Device - This combo box will list all the webcam devices that are attached to your computer. Select the device you want to assign to the current Webcam number (above). Note that you can only assign a webcam device to one webcam number. When you assign a device to a number, if the device is already assigned to another webcam number, it will be removed from the other numbers.

X – Click this button to remove the webcam device from the current webcam number and set the current webcam number as unallocated.

Mirror X – Click this if you wish to mirror the video feed (in the horizontal direction) coming from the webcam. This will cause all videos and photos to be saved mirrored. You may want to turn this setting on if you would like to show video overlay images and logos the correct way round on-screen while also showing a mirrored webcam view on-screen: Note that to achieve this you will also need to turn off the Flip X property on all webcam items in your event design. See **The Screen Editor** for more details on the Flip X property.

Mirror Y – Click this if you need to mirror the video feed in a vertical direction. This has the effect of flipping the video feed upside down and is to cater for situations where certain webcams (typically on Asus laptops) are incorrectly showing an upside down video feed. Ideally before resorting to using this setting you should seek a solution from the webcam provider, and is usually resolved by installing an updated webcam driver.

Webcam Settings – Click this button to take you to the Settings utility for your chosen webcam, as provided by the webcam manufacturer.

Recording format* - You can choose to record video files in either **AVI** or **WMV** format. The default format is WMV.

Note: If you have chosen to use a DSLR camera for recording videos then these settings will not be available and the recording format will be fixed at MOV (the standard format for DSLR video recordings).

Convert the video to MP4 or MOV* - Click one of the options in the combo box if you would like your recorded video files to be automatically converted to one of these formats. When selected, each video file recorded during the event will be converted after the recording has finished. This will cause a delay after each recording, and a 'Busy' screen will be displayed to the user.

Note: If you have chosen to use a DSLR camera for recording videos then the option 'Convert to MOV' is not necessary.

Video conversion is achieved either using the free FFmpeg utility or the free Handbrake utility if they are installed on your computer. See **Obtaining the Video Conversion Utilities** for details.

Conversion Settings* – Click this button to choose the conversion settings when you want to convert recorded videos to MP4 or MOV. See the section: **Video Conversion Settings**.

Video recording size* - This combo box will list all the recording sizes that your chosen webcam provides. Select your required video recording size from this list. A larger recording size will improve your video quality and will make your video files bigger. It will also require more processing power from your computer.

Crop videos - Tick this option to allow you to apply a cropping area to the current video recording size. Applying a cropping area allows you to restrict the video input from the webcam to a smaller area, specified by the Width and Height values. The cropped area will always be placed centrally over the video input frame, effectively masking off surrounding areas. A good example of using this is when you wish to record videos having an aspect ratio that is not supported by your webcam. Generally all webcams are not designed to show square video frames (having the aspect ratio 1:1), but by using cropping you can achieve this. For example, if you set the video recording size to 960x720 pixels, you can then set the Crop Width and Height to 720x720 to allow you to record square videos. Doing this will cause a small strip of the input video data to be discarded down the left and right edges of the recording.

Width - Specifies the width of the cropping area. Permitted values: 0 - video recording width. A value of zero is treated as the video recording width.

Height - Specifies the height of the cropping area. Permitted values: 0 - video recording height. A value of zero is treated as the video recording height.

The crop feature may also be useful if you are using a DSLR camera for recording videos. Refer to section **Using a DSLR camera in RightBooth**.

Data type* - This setting lets you choose a data type that will be delivered by the webcam. All webcams offer different data types, but here are the most common types:

RGB24 - An uncompressed data format.

H264 - A compressed data format.

MJPEG - A compressed data format.

YUY2 - Similar to RGB24.

Recording frame rate* - Enter the number of frames per second that you would like in your video recordings. Choosing a higher frames per second value will improve your video quality and will make your video files bigger. It will also require more processing power from your computer.

Hardware zoom compensation* – Some webcams (such as the Logitech C920) will apply a zoom factor to the live view (in the webcam item) during the video recording process. If you experience this effect, you can use this setting to apply a similar zoom factor to the webcam item when the webcam is not recording video. An example of when this happens is using the Logitech C920 on Windows 7 and recording to the Default data stream using the Data type RGB24. In this example you can set the Hardware zoom compensation to 1.33 to cause the live preview to match the recording preview in the webcam item.

Faster screen updates – During video recording if you experience lengthy delays or lags in the on-screen webcam item you can tick this option to attempt to reduce the delay. When this option is set, RightBooth will write the webcam frame data directly to your monitor display and will not send it through the DirectX screen compositor. This will cause the following Screen Editor webcam item properties to be fixed at specific values on any event screen where a video recording is underway (e.g the **Record video** screen):

- **Layer** – webcam will be shown on top of all other items on the screen. You may need to move other items (such as the countdown text item) to the side of the webcam window.

- **Opacity** – will be set to **1**
- **Angle** – will be set to **0**
- **Fade** – will be set to **None**
- **Corners** – will be set to **0**
- **Animate** – will be set to **None**

For more information on item properties, see section **Screen Editor**.

Alpha channel* – If you are overlaying images on videos and photos in your events you can improve the blending between them by ticking this setting.

CAUTION: On some systems, when this setting is ticked it may stop the video and photo capture from working and you will only see a black square during your events. If this happens on your system, turn this setting off.

* These settings only apply to webcam number 1 (the recording and photo capture webcam).

AVI Format Settings

These settings only apply to webcam number 1 (the recording and photo capture webcam).

Data stream - You can choose from the following options:

Default - This option allows RightBooth to take the default raw data stream that is output from your chosen webcam. With certain webcams you will find that the default data stream can deliver the best recording results. For example, with this setting, the Logitech C920 will deliver highly compressed data in H264 format, allowing you to increase the recording size whilst maintaining great quality and performance.

Uncompressed - This option will ensure that the data from the webcam is uncompressed, meaning that the video and audio quality will be the best it can possibly be. This also means that the video files will be large, possibly requiring a few gigabytes for each 30 second recording. Also, recording uncompressed data requires more computer resources so you may find that you have to reduce the recording size and/or frames per second to avoid jerky video. Please note that on certain webcams, the Default data stream is Uncompressed.

Compressed - This option will allow you to select video and audio compressors in order to compress the video and audio data coming from the webcam. By compressing video and audio data you will reduce the file size of your video recordings. When choosing Compressed you will see the following additional settings:

Video compressor - This combo box will list all the video compressors installed on your computer. Select the video compressor you want to use.

Audio compressor - This combo box will list all the audio compressors installed on your computer. Select the audio compressor you want to use.

Video and audio compressor settings – Click these buttons to access the settings for the chosen video or audio compressor. Please note that compressor settings are provided by the supplier of the codec and therefore are outside the scope of this manual. Some compressors do not have settings, and if so, clicking these buttons will do nothing.

WMV Format Settings

These settings only apply to webcam number 1 (the recording and photo capture webcam).

If you select to record in the **WMV** format, you see the following additional settings:

WMV 8 or WMV 9 - By default this is set to WMV. WMV 9 can provide slightly better quality but requires more processor power.

Video bit rate - This setting will define the amount of data that is recorded per second. The higher the value, the better the quality of the recording. But a higher value will also require more processing and might introduce jerky or blocky affects within the recordings. You should experiment with a range of values to find a value that works for you. The default value of 3000 typically offers a good compromise between quality and performance.

Video Adjustments

Adjustments can be made to Exposure, Gain, Brightness, Contrast, Hue, Saturation and White Balance.

These sliders show you the current value of all these webcam video settings. The video settings are the same as those you will find within the webcam driver software (accessible from the **Webcam Settings** button above).

If you wish to alter any of these values within RightBooth, you must tick the relevant checkbox to make changes to the associated video setting. For example if you want to alter the Exposure value, tick the Exposure checkbox to allow you to alter the Exposure slider.

If you alter any of the video settings using these sliders, your chosen values will be saved and used by RightBooth every time RightBooth is used to record video. These settings will override the equivalent settings within the webcam driver software.

If you do not want RightBooth to use these settings, simply un-tick each video setting checkbox. RightBooth will then use the settings taken from the webcam driver software.

Note that if you choose to alter these settings within RightBooth, any **Automatic** adjustment settings found in the webcam driver software will be automatically turned off by RightBooth, e.g. settings such as **Auto Exposure** and **Auto White Balance** will be turned off. If you wish to have control over your webcam Auto settings, un-tick these settings in RightBooth, then alter the settings within the software provided with your webcam by clicking on the **Webcam Settings** button (see above).

Rotate 90 – Tick this to allow you to mount your webcam 90 degrees anticlockwise (as you look into the lens) so that it provides a Portrait video feed into the software.

Rotate -90 – Tick this to allow you to mount your webcam 90 degrees clockwise (as you look into the lens) so that it provides a Portrait video feed into the software.

With either of the above rotate options you will then be able to record portrait videos and capture portrait photos.

Video Player

The video player is responsible for the playback of each video that is recorded during an event. It is also used in the Video Tester (see later).

RightBooth provides two video players for you to choose from. By default the **Windows media player** is used. Depending upon your chosen video recording settings you may find that the media player displays nothing but a

black screen during playback. If this happens, you should try selecting the alternative player to see if this corrects the problem. If both video players fail to show the video playback, please contact us.

Green Screen

The Green Screen settings are accessed from the Video tab, by clicking the **Green Screen** button.

This section lets you configure RightBooth for Green Screen background image replacement, which can then be applied to video recordings and photo captures created by your users. If you include the green screen feature then during an event, the green background captured by the live webcam will be replaced by an image (or a playing video file), either selected by the user or automatically selected by RightBooth (in the Event Designer (see later).

Note: The green screen feature currently only applies when using a webcam for recording videos and photos and will not be used if you have chosen to use a DSLR camera for photos and videos.

Setting Up

For best results you should obtain a professional Green Screen background cloth and a diffuse lighting rig to use at your events. For an example on how to set up for Green Screen please visit the RightBooth website 'How To' page.

RightBooth requires two reference images of your Green Screen material to be taken with the webcam prior to the event, one for video recordings and one for photo captures. You can do this as follows:

- Set up your computer, webcam and Green Screen material at your event location.
- Position the material vertically, securely and uniformly in front of the webcam so that it completely fills the camera view.
- Ensure the webcam and material are fixed in position and cannot be moved by your users.
- Light the material evenly, in such a way that users will not cast shadows on it (or minimal shadows). This can be achieved using diffuse lighting or lighting that does not shine directly at the subject (see Rightbooth website for an example).
- Ensure the lighting conditions will not change during the event and avoid outside light and sunlight.
- Visit the Green Screen Settings section in RightBooth.
- Select the option: Green Screen for video recordings
- Ensure that the webcam is seeing nothing but the Green Screen material, then click **Capture reference image**.
- Select the option: Green Screen for photo capture
- Ensure that the webcam is seeing nothing but the Green Screen material, then click **Capture reference image**.
- Click the **Testing** button to turn on the Green Screen replacement feature.
- Stand in front of the webcam and alter the **Filter** and **Edge Trim** settings until you achieve satisfactory replacement of the Green Screen material with the chosen test background image. You can click the **Background** button to select a different test background image.

Webcam Settings

For best results with Green Screen, you should turn off any automatic gain, white balance or RightLight settings on your webcam. You will also benefit from turning off the webcam's automatic focus setting.

To do this, go to the RightBooth **Video Settings** and click the **Webcam settings** button to then view and alter your webcam Image quality and lighting settings.

How it works

When Green Screen is being used during the event, RightBooth examines each frame from the webcam (possibly up to 30 frames per second) and compares each pixel in the frame with the corresponding pixel in the reference Green Screen image (taken previously in Settings). If the pixel values are the same it will replace the pixel in the webcam frame with the corresponding pixel from the background image (or video) chosen by the user of the event. The filter and blend settings (see later) can be used to help improve the green screen replacement process. All this will happen in real time as videos are being recorded or photos are taken by your users.

It is important to remember that if the lighting conditions change AFTER you have set up your Green Screen settings, then the Green Screen replacement feature will not work as well as when it was first set up. Therefore if the lighting conditions change, you should always return to the Green Screen Settings panel, and recreate your reference images and alter the Filter settings appropriately.

Also, you should remember that any colours in the foreground that match the colour of the Green Screen material will be replaced by the background image (or video), so try to avoid clothing that matches the colour of the Green Screen material.

Settings

Green Screen for video recordings - Click this option to allow you to capture a reference image of your Green Screen material for use in Green Screen replacement during video recording.

Green Screen for photo capture - Click this option to allow you to capture a reference image of your Green Screen material for use in Green Screen replacement during photo capture.

Capture reference image - Click this option to capture a reference image for either video recordings or photo capture.

Background - Click this to select a test background image from the Media Library.

Testing - This turns on or off the Green Screen replacement feature during this testing process.

Colour filter - This filter alters the range of colours used for Green Screen replacement. The higher the value, the wider the range of colours that will be replaced. This is the fastest filter so you should try to achieve optimum Green Screen removal without relying too heavily on the other filters.

Coarse – This option will cause the colour filter to examine half the pixels in the frame, rather than all pixels. This will cause the processing time to be reduced at the slight expense of quality and you may find this useful on slower computers. Note: All other filters cannot be used when this options is ticked.

Edge filter - This filter will replace the edges of all foreground objects (i.e. users) with the background image (or vide). This filter can help to remove green edge haze from foreground objects. This filter is slower than the colour filter and faster than the noise filter.

Noise filter - This filter identifies and replaces areas of Green Screen background that are isolated in the webcam frame. This filter requires the most time to apply and it can significantly affect the performance of the frame capture. Therefore, you should not use this filter unless you cannot achieve good Green Screen results with the other filters.

Shadow filter - This filter identifies and replaces darker shades of Green Screen background caused by shadow casting on the material. This filter is slower than the colour filter and faster than the noise filter.

In general, the more filters you apply, the slower the process of Green Screen removal. We suggest you try to achieve good results using the filters in the following order:

- Use the colour filter, with all other filters set to 0. Then, if required:
- Use the edge filter to remove green edges. Then, if required:
- Use the shadow filter if shadows are being cast on the material. Then, if required:
- Use the noise filter to remove background pixel noise.

Video Recording Tester

The Video Recording Tester is accessed from the Video tab, by clicking the **Recording tester** button.

The Recording Tester lets you check the video recording performance of your computer and webcam with your currently selected video and audio settings.

Click the **Record a test video** and then check the results. Keep an eye on the **% Lost Frame** value. You need to aim for video settings that give good recording performance with a low lost frame percentage. If you find that the percentage lost frame count is high, you should try reducing the recording size and/or the frames per second in settings, then testing again to check the results.

Note: Testing video recording from a DSLR camera can be done in **DSLR Settings** (later).

Video Conversion Settings

This panel lets you choose the conversion settings to be applied when converting recorded video files from AVI or WMV into MP4 or MOV format files.

Preset configuration – Choose from a list of preset video conversion configurations. These configurations are taken directly from the Handbrake video converter utility and are only relevant when you have chosen to convert videos to MP4 using Handbrake. If you choose the **Custom** configuration then you can apply your own conversion settings as described next:

Width - Enter the required width of the converted videos. Leave this value at 0 to use the width of the original file.

Height - Enter the required height of the converted videos. Leave this value at 0 to use the height of the original file.

Frame rate - Select the required frame rate for the converted videos.

Video encoder – When converting videos to MP4 you can select to use either the H.264 video encoder or the MPEG-4 video encoder. This only applies when converting videos to MP4 using the Handbrake utility.

Quality – Set this slider to choose your preferred video quality. A lower value will create smaller video files with less quality. A higher value will create videos with larger video files and higher quality.

Audio Settings

The Audio tab lets you configure a microphone for use during the events. The chosen microphone will be used when recording video from your webcam. If you have chosen to record video from a DSLR camera then this section does not apply, and the audio will be recorded using the DSLR camera microphone.

Microphone - This combo box will list all the microphones attached to your computer. Select the microphone you want to use for recording audio during the event. Note that you should generally select the microphone that is associated with your chosen webcam.

Use second microphone for karaoke videos - Tick this to allow you to select a different microphone to use when recording karaoke videos. This may be useful when you would like your users to hold an external mic when singing.

Audio input format – This combo box will list all the audio input formats available from your chosen microphone. The audio format is normally defined by frequency, bits and channels.

Frequency is the sampling rate for the audio shown in Hertz (Hz), and this represents the number of audio samples taken per second of recording. The higher the number the better the quality of the audio, but it will also increase the amount of audio data to be processed. Typical rates are as follows:

- 8000 Hz provides telephone quality audio.
- 16000 Hz provides voice quality audio.
- 32000 Hz provides radio quality audio.
- 44100 Hz provides CD quality audio.
- 48000 Hz provides DVD quality audio.

Bits can be set to 8 or 16. This defines the resolution of each audio sample. Choosing 16 will double the audio resolution which will provide a richer sound, but it will also double the amount of audio data to be processed.

Channels can be set to mono recording or stereo recording. Stereo recording will increase the amount of data to be processed.

Microphone input level

Set audio input level – This check box allows you to set the audio input level of your chosen microphone. If you leave this unchecked, the audio input level of your microphone will be set by the system and/or the webcam driver. The audio input slider allows you to alter the input level from minimum to maximum. After setting the level, use the Video Recording Tester to record/playback a video to hear the results.

Please be aware that some microphones can be sensitive to background noise and to loud noise close up to the microphone, and this can cause the recorded audio to become distorted.

This is particularly noticeable when using certain webcam internal microphones such as the Logitech C920.

There are two ways to help minimise audio distortion:

- If you are using a Logitech webcam, try turning off 'RightSound' in the webcam settings. This has been shown to help reduce the sensitivity to background noise.
- Turn on the Audio input level setting and set the audio slider to less than half way.

Always remember to try recording a video with loud sounds near the microphone at your event location and adjust the audio input settings until you get a satisfactory audio recording level.

The two audio meters on this panel will let you monitor the left and right audio input channel levels whilst you alter the audio level slider.

Using a second microphone for karaoke videos

If you enable this setting, you will be able to choose the karaoke microphone, specify its Audio input format and set its audio input level, all independently from the first microphone.

Remember, the first microphone will be used for recording video message and video answers.

During the event RightBooth will automatically switch between the two microphones as and when required.

User Input Settings

The User Input tab lets you choose the user input device for all your events. The chosen device can then be used to progress through the event screens and to make choices on various event screens.

Single keyboard key – Selecting this option will require users to interact with events by pressing a key on the computer keyboard. By default this key is set to be the keyboard spacebar, but this can be altered to another key from the **Key list**. With this input mode you will need to give users access to the physical computer keyboard during events.

Key list – This setting lets you choose one keyboard key that can be used to control your events when the User input mode is set to **Single keyboard key** or **USB button**. By default the control key is set to be **Space** (i.e. the spacebar on your keyboard). Other valid keys you can use are the **function keys 1 – 12**, the **Scroll Lock** key or the **Pause** key.

Mouse – Selecting this option will require users to interact with events using the computer mouse.

Touchscreen – Selecting this option will require users to interact with events using a touch screen monitor. You can then hide your computer keyboard and mouse out of sight during events.

USB button – Users will be prompted to '**press button**' during events. A USB button is an optional peripheral device that connects to your computer via a USB lead and it can be configured to send one or more specific keystrokes to the computer. By doing this, your users would simply need to press the USB button in order to control the recordings and you can then hide your computer keyboard and mouse out of sight. When using the 'USB Button' input mode, your USB button should be configured to send the keyboard key to the computer that matches the key you have selected in the **Key** list box (see earlier), which by default is the Space (spacebar).

Multiple keyboard keys – When this option is chosen, then during the event each text prompt that accompanies a choice button will also be shown with the associated key required to select the option. The keys that are associated with the various button actions are listed in the 'Action Key' table (see below).

USB buttons – Users will be prompted to '**press button**' on various screens during the event. This mode allows you to control RightBooth with a number of USB buttons attached to your computer. The USB buttons must be configured to send keyboard keys to the computer that match the keys listed in the Action key table.

Compatible, low cost USB buttons can be obtained here: www.usbbutton.com Details on how to configure a USB button for sending keyboard characters to the computer are provided in the USB button user manual. However, in order to configure a USB button so that it works with RightBooth, we have included a USB button configuration file (**rightbooth.ubn**) with our software. This file can be found in the RightBooth installation folder (C:\Program Files\RightBooth7) and can be loaded into the USB Button Configuration utility available from www.usbbutton.com.

Action Key table – The Action Key table allows you to view and alter the keyboard keys that are associated with the various buttons and actions that can be selected by the user during the event. To change an action key, click on the drop down list of the chosen action and then select the required keyboard key. The default key settings for all actions in the table have been chosen so that there are no key duplications for actions that appear together on event screens. Therefore if you change any key assignments you must ensure that this rule is maintained.

Reset - Click this button if you wish to set the action key assignments back to their default values.

IMPORTANT POINTS TO NOTE

If your single keyboard key or any action key is set to '**Space**' then this will prevent your users from entering a space character into any text input box during the event (such as when users are required to enter their name or a text message). So if you want users to be able to enter a Space character during the event, you should change the key assignments to another key.

Your chosen user input method will alter various text prompts displayed to the user during the event. For example if you have chosen the mouse as the user input method, your users will see prompts such as '**Click mouse to continue**', whereas if you have chosen the touch screen, the same prompt will read '**Touch screen to continue**'.

User input sound – Select this option to cause a click sound to play each time a valid user input is received when the event is playing. Use the **Change button** to select the sound that will play.

On-screen keyboard

QWERTY – The on-screen keyboard will be displayed with a QWERTY layout.

AZERTY – The on-screen keyboard will be displayed with an AZERTY layout.

Key click sound – Select this option to cause a click sound to play each time a key is touched on the on-screen keyboard when it is used for entering text during the event. The click sound will only play when the event is playing, and not in design mode. Use the **Change button** to select the sound that will play.

Volume – Use the **Volume control** to set the volume of the user input and key click sounds. The valid range is 0 (mute) to 1 (maximum volume). The default value is 0.5.

Photo & Print Settings

The Photo and Print tab lets you select the webcam photo capture size and file type and select a printer for use during the events.

Photo settings

Webcam photo size - This combo box lists all the available photo sizes that your chosen webcam provides. Select your required photo capture size from this list. A larger photo capture size will improve your photo quality.

Crop photos - Tick this option to allow you to apply a cropping area to the current photo capture size. Applying a cropping area allows you to restrict the photo input from the webcam to a smaller area, specified by the Width and Height values. The cropped area will always be placed centrally over the webcam input frame, effectively removing the surrounding areas. A good example of using this is when you wish to create photos with an aspect ratio that is not supported by your webcam. Generally all webcams are not designed to show square video frames (having the aspect ratio 1:1), but by using cropping you can achieve this. For example, if you set the photo capture size to 960x720 pixels, you can then set the Crop Width and Height to 720x720 to allow you to capture square photos. Doing this will cause a small strip of the input data to be discarded down the left and right edges of the photo.

Width - Specifies the width of the cropping area. Permitted values: 2 - photo capture width.

Height - Specifies the height of the cropping area. Permitted values: 2 - photo capture height.

File type - Select the image file type for your captured photos. Choose from PNG, JPEG, GIF, BMP. PNG and BMP provide the best quality photos. JPEG produces the smallest file sizes. BMP produces the biggest file sizes. GIF produces photos with fewer colours and smaller file sizes than PNG.

JPEG quality - Select the image quality to use when saving JPEG photos. A lower quality setting will produce smaller JPEG file sizes. Value can range from 0 (lowest quality) to 100 (highest quality).

Note: If you have chosen to use a DSLR camera for taking photos then the File type will be set and fixed to JPEG and the quality will be dictated by your camera settings.

Animated GIF settings

These settings will be used if you choose to create animated gifs in your events. See section: Event Design → Type.

Photo size % - Animated gif's will be created at a percentage size of the captured photos. By default this value is set to 50%. You may want to set this value lower to reduce the animated gif file sizes.

Delay (secs) – This is the amount of time you would like each photo to be displayed in the animated gif. Default: 0.4 seconds.

256 colours – Tick this to reduce the number of colours used in the animated gif to 256. This will help to reduce the animated gif file size, but it will also reduce the quality of the photos within the file.

Show Busy screen – Tick this to show the **Busy screen** while animated gifs are being created. This may be useful on slower computers to provide feedback to users.

Printer settings

Printer 1 – Select the main printer you want to use for photo printing during your events. RightBooth will then take the default settings for your chosen printer and will display the default paper size and printing resolution for your confirmation.

If you wish to alter any of the default settings for your chosen printer (such as paper size, print resolution, etc) you should close the RightBooth software and use the software supplied with your printer to make the necessary changes. Any changes you make to your printer's default settings will then be used in RightBooth when it next runs.

Use multiple printers - Tick this option if you want to make use of two or more printers during the event. When ticked, one of the following settings can be used:

- **Fail over** - tick this option if you wish to switch to using one of the other printers if RightBooth detects a problem with Printer 1 during the event. Problems that RightBooth can detect are:
 - printer turned off or power failure
 - low toner or no toner
 - printer memory problem
 - no paper or paper jam
 - printer lid, door open or paper bin full
 - print job blocked
 - user intervention required

Note: There is currently no way to detect low ink cartridge conditions on multi colour printers. This is a limitation with Windows, not RightBooth.

- **Share jobs** - Tick this option if you wish to send print jobs to printers on a round robin basis during the event. For example, if you have set up RightBooth to use 2 printers and have chosen to print 2 copies for each user, printer 1 will be used to print 2 copies for the first user, then printer 2 to print 2 copies for the second user, then printer 1 to print 2 copies for the third user, etc.
- **Share copies** – Tick this option if you want to send print copies to printers on a round robin basis during the event. For example, if you have set up RightBooth to use 2 printers and have chosen to print 2 copies for each user, both printers will be used simultaneously to print 1 copy for each user.

Selecting printer sharing will help to reduce the delay when printing photos as the print output is shared evenly between all printers on a round-robin basis. The share options also incorporate **Fail over**, to skip over any printer that might malfunction during the event.

- **Printer 2, 3, 4** - You can select up to three additional printers to use for photo printing during your events. To ensure that your print layout fits on all the printers, you should set the default paper size for all printers to be the same, or try to ensure that the paper aspect ratios match. Altering the default paper size for your printers is achieved using the software that is supplied by the printer manufacturers. Ideally all printers should be the same make and model but this is not strictly necessary.

Print quality – Choose one of the print qualities: **Low**, **Medium** or **High**. The values equate to the following PPI printing values (points per inch):

- Low - 96 PPI
- Medium - 150 PPI
- High - 300 PPI

This setting also affects the resolution of any photo print layout files created during the event, see Photo print layout options in the Event Designer.

Perform printing in background – Tick this option to cause RightBooth to send files to the printer as a background task. This will allow RightBooth to continue immediately with the event after each photo capture session, while also interacting with the printer as a secondary background task. This feature also applies when using the **'Print to file'** setting. You may want to use this setting if the printing feature causes long delays during your event.

You may find that excessive printing jobs occurring during the event can cause the performance of the program to slow. If this is the case you may prefer to use the **Save layout as image** or **Save to Event Tasks** features (see Event Structure).

Maximum print count – Tick this setting to cause RightBooth to prevent further printing when the current print count has reached this value (see next setting). At this point, if users try to perform any printing they will be shown a warning message telling them that this feature has reached its maximum use count and no further printing will occur.

Current print count – This shows the total number of prints performed by RightBooth since this value was last reset. The value is automatically incremented each time RightBooth prints a photo layout. The current print count value is remembered between sessions. Click the **Reset** button to reset this value back to 0.

DSLR Settings

These settings allow the use of a DSLR camera for capturing photos and videos during your events. Rightbooth uses the digiCamControl software for this process, see section: **The digiCamControl Software** (below) and for full

information on how to setup and use your digital camera with RightBooth refer to the section: **Using a Digital Camera with RightBooth**.

Use DSLR camera to: take photos – Tick this to cause RightBooth to use the camera for taking photos during the event. This will stop RightBooth from using the webcam for taking photos.

Use DSLR camera to: record videos – Tick this to cause RightBooth to use the camera for recording videos during the event. This will stop RightBooth from using the webcam for recording videos.

Reduce the photo size for use in RightBooth - Enter the width and height of the photos (in pixels) that will be used by RightBooth. Digital cameras can capture photos with very large dimensions and as such, excessively large photos may cause memory issues with RightBooth, therefore we strongly recommend that you use reduced width and height values in order to reduce your digital photo files to more manageable processing sizes. We suggest that the photo files for use in RightBooth are no larger than approximately 2000 x 1500 pixels. Note that the values you enter into the W and H boxes should match the aspect ratio of your chosen camera photo size. For example, if you have set your DSLR camera to capture photos at size 8000 x 6000, then you could enter W = 2000, H = 1500, or (better still) W = 1000, H = 750 pixels, which maintains the 4:3 aspect ratio of the original photos. If your W and H values do not match the aspect ratio of the original photos, then the photos used in RightBooth will incur some stretch distortion.

Rotate 90 – Tick this to allow you to mount your DSLR camera 90 degrees anticlockwise (as you look into the lens) so that it provides a Portrait video feed into the software.

Rotate -90 – Tick this to allow you to mount your DSLR camera 90 degrees clockwise (as you look into the lens) so that it provides a Portrait video feed into the software.

Crop photos - Tick this option to allow you to apply a cropping area to the current DSLR maximum photo capture size. Applying a cropping area allows you to restrict the photo input from the DSLR to a smaller area, specified by the Width and Height values. The cropped area will always be placed centrally over the DSLR camera lens, effectively removing the surrounding area. A good example of using this is when you wish to create photos with an aspect ratio that is not supported by your DSLR camera. Generally all cameras are not designed to capture square photos (having the aspect ratio 1:1), but by using cropping you can achieve this. For example, if you set the maximum photo width and height to 3000 x 2000 pixels, you can then set the Crop Width and Height to 2000 x 2000 to allow you to capture square photos from your DSLR camera.

Width - Specifies the width of the cropping area. Permitted values: 2 - maximum capture width.

Height - Specifies the height of the cropping area. Permitted values: 2 - maximum capture height.

JPEG quality - You can set the quality of your camera photos from Low to High. Setting a lower quality will reduce the photo file sizes and help to improve the performance of RightBooth. Values can range from 0 (lowest quality) to 100 (highest quality).

Keep original photos - Tick this option to cause RightBooth to keep the original photos transferred from the DSLR camera. The filenames for the original photos will include the text 'orig'.

In separate folder – Tick this to keep the original DSLR photos in a separate folder to those that are processed and modified by RightBooth. If ticked, the photos will be placed in the sub folder: **\DSLR** within the destination folder that has been specified for the current event (see Settings → Files and Folders).

Temporary folder for transferring files from camera – This shows the folder that will be used for holding the most recently captured photo and video file after it is transferred from your camera to your computer. In order that files

can be successfully transferred from the camera to the computer, your chosen temporary folder path and folder name must not contain any space characters and the folder must have full write access.

IMPORTANT: RightBooth will regularly delete all files from this folder. Do NOT use this folder for any other reason.

Open folder – Click this to open your chosen temporary folder in Windows Explorer.

Change – Click this to choose another temporary folder location on your computer.

Photo test – Click this to test the DSLR photo capture process. If successful the photo file will be transferred from the camera to the temporary folder and will then be displayed by RightBooth

Wait time for photo transfer (secs) – This allows you to set the time that RightBooth will wait for each photo to be transferred from your camera to the temporary folder. Typically this should take no longer than a couple of seconds but you can specify any value from 1 to 10 seconds. During the wait time, RightBooth will monitor the temporary folder and will stop waiting as soon as the file is available. If the file does not appear within the transfer time RightBooth will show an error message and you may need to increase the wait time.

Video test – Click this to test the DSLR video recording process. After starting the video test, this button will flash red during the recording. Click this button again to stop the video test, the video file will then be transferred from the camera to the temporary folder and will then be played in Media Player.

Wait time for video transfer (% of recording time) – This allows you to set the time that RightBooth will wait for each video to be transferred from your camera to the temporary folder. This value is specified as a percentage of the recording time of each video and can be set from 1% to 100% of the recording time. As an example, with this value set to 50, if a recorded video has a duration of 20 seconds then Rightbooth will wait 50% of 20 = 10 seconds for the file transfer to complete. During the wait time, RightBooth will monitor the temporary folder and will stop waiting as soon as the video file is available. If the file does not appear within the transfer time RightBooth will show an error message and you may need to increase the wait time percentage.

Response from camera – This panel contains status information each time you perform a photo/video test and may help you to identify any problems with the setup/process.

Hide webcam items on all screens – Tick this to automatically hide all webcam items on all screens during the event. Set this if you do not need to show the live view from a webcam when using your DSLR camera. Note that RightBooth does not use your DSLR camera for showing the live preview in your events, this can be achieved using your webcam. For full details, refer to section: **Using a Digital Camera with RightBooth**.

The digiCamControl Software

RightBooth makes use of the freely available digiCamControl software (from www.digicamcontrol.com) in order to obtain photos and videos from your DSLR camera. The digiCamControl software must be running while RightBooth is running if you want use your camera during your events.

When you install RightBooth, a cut-down version of the digiCamControl software is also installed. This version has a number of features omitted that are not required for integration with RightBooth (such as Plugins). The cut-down version is automatically installed into the sub folder **\digiCamControl** within your RightBooth program files folder.

There are a number of things you can do in the digiCamControl software to give the best integration with RightBooth. Refer to section: **Using a Digital Camera with RightBooth**.

Start digiCamControl with RightBooth – Tick this option to start the digiCamControl software whenever RightBooth starts. This will ensure that RightBooth can operate your camera during your events. Note that digiCamControl can take some time to start.

Use digiCamControl full version – Tick this if you would prefer RightBooth to work with the full version of digiCamControl. Ticking this option will cause RightBooth to look for the full version of digiCamControl in its normal installation folder and if it is found, RightBooth will work with the full version instead of the cut-down version. If you are experiencing problems with the cut-down version of digiCamControl we suggest you download and install the full version which can be freely obtained here: www.digicamcontrol.com, and then tick this setting.

Stop digiCamControl with RightBooth – Tick this option to stop and close the digiCamControl software whenever RightBooth is closed.

Technical Support For digiCamControl Issues

Whilst we will attempt to assist you and resolve any issues you might experience when using digiCamControl in RightBooth, we (Aire Valley Software) are not the originators of the digiCamControl software, therefore we may need to refer you to the digiCamControl web site and forums for further information and support.

Overlays & Props Settings

The Overlays and Props tab allows you to make adjustments to various video and image alignments that are used during your events.

Align the webcam within the overlay images

This will allow you to define where the webcam's video feed will appear in your overlay images.

Align and test – Click this to view and alter the position of the webcam video within your overlay images. See below.

Apply alignments when recording videos – Tick this to cause any webcam alignments to be applied when you make video recordings with overlays. This is a time consuming process which during video recording may adversely affect the performance of your system. If so, you should turn off this feature.

Apply alignments when taking photo - Tick this to cause your webcam alignments to be applied when you capture photos with overlays.

Image props for face detection

Align and test – Click this to view and alter the alignment of image props on faces that are detected in the webcam video. Here you can also configure various face detection settings. See below.

Snap Camera

Total lenses – Enter the total number of favourite lenses you have added in Snap Camera. Minimum = 1. Maximum = 9. Your Snap Camera lenses must be given the hotkeys: **Num + 1**, **Num + 2**, to **Num + 9** respectively.

For more details, refer to the section: **Using Snap Camera in RightBooth**.

Aligning the webcam within overlay images

This panel allows you to place the webcam video at specific locations within each of the overlay images found in the `\Images\Overlays` folder of the RightBooth Media Library. This feature is useful when you want the full webcam video feed to appear in a smaller area of the overlay image.

Overlay image Left, Right, Browse buttons – Use these buttons to browse and select an overlay image from the Overlays folder. The chosen image will then be shown on screen together with the position of the webcam video within the image.

Align webcam – Tick this option to allow you to alter the position of the webcam video within the currently selected overlay image. If this option is un-ticked, the webcam video will be set to the same size as the overlay image.

When you tick this option, you will be shown a red outline with red dots at the corners, which indicate the current position of the webcam video within the overlay image. You can then click and drag each of the red dots to alter the position of the webcam video.

Note that Rightbooth will remember the webcam position for each of your overlay images and it can set these positions when the overlay images are selected for use during your events.

Note that video alignments currently do not apply when using a DSLR camera.

Face Detection and Props Alignment

This panel lets you test the RightBooth face detection features and lets you make modifications to the size and position of each of the image props as they automatically track faces in the webcam video feed.

Prop List – The prop list shows all available image props from the `\Images\Props\` folder of the RightBooth Media Library. Use the scroll bar to scroll through the images. You can click on any prop to have it appear over detected faces in the webcam video window. Click the same prop a second time to remove it from the webcam window. While a prop is selected and visible in the video window you can use the alignment buttons (see below) to alter its width and position in relation to the detected faces. All props are placed centrally over detected faces in the X axis. You can show more than one prop in the video window by clicking on other props in this list.

Clear – Click this button to remove all visible props from the video window.

Detect faces every n frames – This setting allows you to set the frequency of the face detection function. Face detection is a processor intensive activity and may affect the performance of the video feed coming from the webcam. If you experience performance issues when using face detection you can increase this value to reduce the number of times that face detection occurs each second. This value relates to the webcam video frame rate, so for example if you have set the webcam frame rate to 20 frames per second and you set this value to 5, then face detection will happen every $\frac{1}{4}$ second. If you increase this value to 10, face detection will occur every $\frac{1}{2}$ second.

Less jitter – Tick this to reduce the amount of jitter that happens in the face detection process. Setting this option will also reduce the face tracking reaction time.

Alignment buttons – Use these buttons to alter the size and position of the prop image most recently added from the Prop List.

- **Down / up buttons** – moves the prop down /up in relation to the centre of the detected faces.

- **Wider / narrower buttons** – increases/decreases the width of the prop in relation to the width of the detected faces.

All the prop alignment settings are automatically saved in the RightBooth Media Library and they will then be applied when props are used with face detection during the event.

Text & Language Settings

This tab contains the default text table which allows you to view and alter the text instructions that are displayed by default in all your events.

Here you can also choose which language you need to set as the default for your event instructions and also choose the language that the RightBooth application's user interface will be shown.

Whenever you start a new event design, you will be asked to choose a language for the event text instructions. One of the options will be to choose 'Default'. If you choose 'Default' the event will contain all the text from the table in this section of Settings. The table indicates where each text item will appear during the event and to what it relates. These default text instructions will then apply to **ALL** your event files that have been designed to use the 'Default language'. So if you alter any of these instructions or change the default language (see below), you should re-visit your event files to ensure that the new wording fits correctly on all your event screens.

All the default text instructions that can appear in your events are shown listed in the first column of the table. The second column of the table can be used to enter your own replacement wording for any or all of the text in column 1. This feature is useful if you need to re-word some or all of the default text or even to translate all the default text into a language that is not currently offered by RightBooth. The third column of the table shows an explanation of each text instruction, explaining where and when the text appears in your events.

Default event language

Here you can choose the default language for all the event files you create. We (Aire Valley Software) continue to add to this list and will make further languages available in future updates of the software. If there is a language that you would like to see listed, please contact us with your requirements.

Use replacement instructions – Tick this checkbox if you want the program to use your replacement text instructions within all your events, otherwise the program will use the default text from the first column. Note that if you leave some of the replacement text boxes blank, the software will use the default text from the first column for all the empty replacement text boxes.

Right to left – Tick this checkbox if you want to enter words and phrases in languages which are normally displayed right to left, such as Arabic, Persian and Urdu. This will also cause the text prompts to be displayed right to left during events. Please note that this setting affects **ALL TEXT IN ALL** the events you create with RightBooth.

IMPORTANT: To avoid confusing your users, any replacement text that you provide **must have** the same basic meaning as the corresponding default text instruction.

Line Breaking Text

All your instruction text boxes can contain text having one or more carriage returns to allow adding multiple lines as replacement text.

REMEMBER: The Default Text items described above will apply the text to ALL of the events you create that have been designed to use the 'Default language'. So for example, if your default language is English and you change the default instruction: '**Touch the screen to start**' with the wording: '**Please touch the screen to begin your recording**', this re-worded instruction will appear on the Start screen in ALL of your 'Default language' events and all your 'English language' events, and as such it may require you to re-visit the Start screen in all these events to ensure the text layout is OK.

Changing Text Items in Specific Events

If you only want to alter text in a specific event file without affecting any of your other events, you can use the '**Event Instructions**' table in the **Event Designer** and/or you can edit the text of a specific label object item directly within the event's **Screen Editor**. For more information on how to alter specific text items see the sections: '**Event Designer**' and '**Screen Editor**'.

Application language

Here you can choose the default language for the RightBooth application user interface. Changing this will cause all Rightbooth windows, dialogs, settings and control panels to be shown translated into your chosen language.

If you choose a language other than English, the RightBooth Media Library will be automatically copied and made available with translated folder names.

Note that the RightBooth manual and Help file will remain in English.

You can currently choose between English and Spanish. We (Aire Valley Software) will continue to add to this list and will make further languages available in future updates of the software. If there is a language that you would like to see listed, please contact us with your requirements.

Security Settings

The Security tab allows you to add some kiosk-style security features to the RightBooth software.

Password for Wizard, Setup and Help – Tick this check box to password protect all areas of the program except for the **Play event** function. When a password has been set, users may not enter the Event Wizard, Event Designer, Event File System, User Manual or Help System.

New password and Confirm new password – enter your chosen password into these text boxes. Your password:

- can be any combination of characters
- can be any length
- must be the entered into both text boxes for it to be accepted as a correct password.

Auto hide Taskbar – Tick this to hide the Windows Task Bar when RightBooth runs. This ensures that events can be edited in full screen mode and will play in full screen mode, without the Task Bar showing.

Prevent Alt-Tab, Ctrl-Esc, Alt-Esc and Win key – Tick this to prevent users task switching away from the event or from being able to access the Windows start menu when RightBooth is playing an event.

Event on Top – Tick this to force the event window to stay on top of other windows.

Prevent Task Manager – Tick this to prevent users gaining access to the Windows Task Manager when RightBooth is playing an event.

Manually stopping the event

Press the 'Esc' key – Select this option to allow you to quit the event by pressing the 'Esc' key on the keyboard.

Enter the 4 digit code – Select this option to allow you to quit the event by entering the 4 digit code on your keyboard at any time during the event. You may prefer to select this option in order to prevent your users from easily quitting the event by simply pressing the Esc key. You can alter the code by entering any 4 digits in the associated text box.

Mouse click or touch the corners – Select this option to allow you to quit the event by clicking the mouse (or touching the screen) in the corners of the screen in a particular order. This involves four consecutive clicks/touches in the following order:

- first click/touch in the top left corner
- second click/touch in the top right corner
- third click/touch in the top left corner
- fourth click/touch in the top right corner

In order for this feature to work correctly, the four clicks/touches must occur in the above sequence with no other intervening clicks/touches happening elsewhere during the process. If any other click/touch occurs elsewhere during this sequence, the sequence will be reset and the four clicks/touches must be entered again using the above sequence.

This feature may be useful if you need to exit an event when there is no keyboard attached to the computer.

Please use these security settings with caution as they are designed to:

- prevent changes to the RightBooth settings
- restrict access to the software and to the operating system
- force users to remain within the event.

Note that in some situations you may find that the only way to close the RightBooth software will be to shut the system down by using the Windows Ctrl-Alt-Delete key combination.

Removing A Forgotten Password

The password is designed to prevent your users from gaining access to the event settings. You should memorize your password and not save it on the computer.

Should you forget your password, you can remove the password requirement as follows:

- Close RightBooth
- Run Windows Notepad
- Open the file: 'C:\Users**your name**\AppData\Local\RightBooth7\Settings6.txt'
- Delete the line: 'printerfontsmoothing=true'
- Save the file
- Run RightBooth again to gain full access to the program. Go back into the Security Panel and either enter a new password or remove the existing password.

Social Media Settings

The Social Media tab lets you configure RightBooth email and ftp settings that will be used for sending and uploading user videos, photos and messages during events. It lets you specify whether it sends periodic email notifications relating to the event usage. It also lets you decide on the format and size of photos when sent as email attachments.

Email Server

This section lets you define the email server through which RightBooth will send all emails, including email notifications and user files.

From - This is the name you would like to appear in the From field on any email notification.

Host - Enter the host address of your email server.

Account - Enter the email account from which you want emails to be sent.

Password - Enter the email account password.

Port number - Specify the port number to use for sending emails. This is set to 587 which by default is the port required for SMTP clients such as Gmail.

Use SSL - Tick this to enable secure socket layer encryption for your emails.

Using a Gmail Account

We recommend using a Gmail account for your RightBooth emails. First, ensure you have a valid Gmail account, then use the following Email Server values:

Host: smtp.Gmail.com

Account: your Gmail address (e.g. johnsmith@gmail.com)

Port number: 587

Use SSL: Ticked

Password: Enter your Gmail password. If this is not accepted, you may need to enter a Gmail app password. A Gmail app password can be created in your Gmail account. For more information on how to obtain a Gmail app password, enter 'gmail app password' into Google.

Email notifications

This feature lets you configure RightBooth to send notification emails periodically during an event. You can be notified about usage counts and whenever any errors occur.

On - Tick this to enable email notifications.

To - Enter the recipient email address(s) into this text box. Each email address must be typed on its own line. Each notification email will be sent to all recipients.

Subject - Enter the email subject title. The default text is RightBooth Event Notification

Body - Enter the body text for the email. The default Body text comprises the following wording and text variables:

Videos: {TOTALVIDEOS}
Photos: {TOTALPHOTOS}
Messages: {TOTALMESSAGES}
Disk space: {FREEDISKSPACE}
User: {FIRSTNAME} {LASTNAME} {EMAIL}
Error: {RECENTERROR}

For further information on text variables, see the section: **Using Text Variables**.

Email frequency

These settings let you decide when to send email notifications.

After each user - Tick this to send an email notification after each user has created a file during the event.

Every x mins - Tick this to send an email notification periodically during the event. The period is defined by the number of minutes entered into the accompanying text box.

Email on error - Tick this to send an email notification whenever an error occurs during the event.

Attach error log - Tick this to attach the current log file to each email notification (see Log).

Send test email - You can verify your Email Server settings are correct by clicking this button to send a test email to the recipient email addresses listed in the **To:** text box.

Email timeout – This is the number of minutes that RightBooth will wait for each email to be sent. Range: between 10 and 90 seconds (default 30 seconds). If you find that emails containing large files (e.g. video recordings) are not being sent, you should increase this value.

Emailing photos

If you have configured your event to allow users to receive their photos via email attachment (see Event Designer) you may want to share a copy of the photos that have a different size and format to the originals stored on your computer, e.g. you may want to share lower resolution images in order to reduce the size of the email attachment.

Maximum width and height - Enter the maximum width and height of the shared photos (in pixels). If these values are set to 0, then the photos will be shared at their original sizes.

Send photos as JPEGs - You can share photos in JPEG format. This will help to reduce the file size of the shared photos.

JPEG quality - when choosing to share photos in JPEG format, you can set the JPEG quality from Low to High. Setting a lower quality will reduce the shared photo file sizes. Values can range from 0 (lowest quality) to 100 (highest quality).

Remember: When you email photos, you are providing a copy of the photos, therefore these settings do not affect the original photo files.

FTP Settings

This section allows you to specify your ftp account details and settings.

Host – Enter your ftp host name address.

Root folder – Enter the name of the folder on the ftp site that is the root for all file uploading (and folder creation) by RightBooth. The specified folder must exist on the ftp site and must have full access rights for ftp uploading actions. Leaving this blank will cause RightBooth to use the root of the ftp site itself.

Example: /mysite.com/photos/

User name – Enter the user name for your ftp account.

Password – Enter the password for your ftp account.

Port number – Enter the port number that will be used for ftp communication. This is normally 21.

Passive Mode – Tick this if you want to use Passive FTP.

Upload files during events – Tick this to cause any ftp file uploading actions to occur while the event is playing. Untick this to add all ftp file loading actions to the 'upload list' in the RightBooth Tasks → FTP files section, allowing you to upload files after the event is finished. See section: Tasks.

Test – Click this button to allow you to select a file to upload, in order to test your FTP connection and settings.

Start & Stop Settings

This tab lets you decide how to start playing your event, how long your events can continue to play and what happens when the specified Stop rule has been met.

Setup

Use Dark Theme – RightBooth 7 normally runs with the default user interface colours: 'Black text on Silver'. Choose this option to switch to the 'White text on Dark Grey' theme.

Browser display delay – Set this option to hide web browser items while they are initialising. This will prevent users from seeing brief web page 'build-up' when moving between different event screens containing web browser items.

The Watchdog

Watchdog – Tick this option to enable the Watchdog feature. If you change this setting you will need to close RightBooth and restart it for this setting to take effect.

The Watchdog is a separate application that will be started automatically when you start RightBooth. The Watchdog will run in the background and will periodically check the RightBooth application to see if it is still running. If RightBooth stops running for any reason (other than manually closing the application) the Watchdog will automatically load and run RightBooth again. If you close RightBooth by any of the normal manual methods, the Watchdog program will also be closed at the same time.

Watchdog hides the desktop – Tick this option if you would like the Watchdog application to fully hide (or mask) the desktop from view by overlaying the desktop with a fullscreen, solid black rectangle. RightBooth will then be displayed on top of this black screen. When un-ticked, the Watchdog will not hide the desktop while it is running.

When RightBooth starts

Play the current event - By default when you run RightBooth it will show you the RightBooth Main window. If you would like RightBooth to bypass the Main window and immediately start playing the most recently opened event, tick this option. Then each time you start RightBooth it will automatically play the event.

Auto recover files – Tick this option to allow RightBooth to recover your previous design work in the event of an unexpected application crash.

Relay board

Start Denkovi relay board – Tick this option if you are using a Denkovi relay board to control switched electrical equipment (such as lights and motors) during your event.

Channels – Enter the number of channels on your chosen relay board. Relay boards typically have 1, 2, 4, 8 or 16 channels.

Start USB HID relay board – Tick this option if you are using one or more USB HID relay boards to control switched electrical equipment.

Test – Click this button to test your selected relay board(s). You can use the text box next to the 'Test' button to enter the condition of each of the channels, then click the Test button to make sure your chosen condition is applied correctly to the board(s).

For more information see section: **Controlling Peripheral Equipment With A USB Relay Board.**

Stop the event

You can choose to automatically stop a 'playing' event using one of the following rules:

Never - Tick this option to allow your event to continue playing indefinitely.

After total users - Tick this option to have RightBooth count the total number of people who have used the event (that is the number of user interactions of the event) and then to stop the event when the specified user count is reached.

After elapsed time - Tick this option to have RightBooth monitor the total time that the event has been playing and then to stop the event after the specified number of minutes have been reached. The play time will be automatically set to zero when the event is started.

At specific time - Tick this option to have RightBooth stop the event when the specified time and date has been reached.

Computer action when the Stop rule is met

If you have chosen to stop the event (above) you can also force the computer to perform one of the following actions when the Stop rule is met:

Show 'Finished' screen - The event's **Finished** screen will be displayed and no more user interactions will be allowed. You can still manually exit the event via the method chosen in the Security settings. For information on the Finished screen, see the Screen Editor.

Restart RightBooth and event - RightBooth will be shut down, re-loaded and the event will be restarted. This might be useful in situations where the computer resources are gradually consumed or if the performance of RightBooth is

seen to degrade over time. This option also requires the use of the Watchdog program (see below) and it will be automatically turned on if this Stop rule is chosen.

Restart PC - The computer will be shut down and restarted.

Shut down PC - The computer will be shut down and not restarted.

Folders & Files Settings

The Folders & Files tab lets you choose where to save files created during the event and whether to copy files to other folders, such as a local cloud storage folder.

Folder for saving files - This text box shows you the current folder into which files created during the event will be saved.

Use RightBooth recordings folder - Click this button to use the default RightBooth folder for storing recording files. This is normally: **My Documents\RightBooth7**

Open folder - Click this button to view the contents of your chosen folder within Windows Explorer.

Change - Click this button to choose a folder into which to save files created during the event.

Record video files directly into this folder - Tick this to have files saved immediately into the chosen folder. If your chosen storage location is on a removable drive such as a USB flash drive or an external hard disk you may find that the write speed of the chosen device is not fast enough to cope with the direct file streaming of RightBooth during video recording. If this is the case you may experience poor program performance when trying to record videos. To overcome this problem you can un-tick this option. By un-ticking this option it will cause RightBooth to use drive C: for temporary file streaming during the video recording, and the file will then be moved to your chosen folder upon completion.

Process videos in background - Tick this option if you want recorded videos to be processed with showing a Busy screen to the user. If you are not recording video files directly to the destination folder (see above), then each video will be moved to the folder after the recording is complete. Depending upon the size of the video file and the speed of the storage device, this process may take some time. When this setting is not ticked, during the event the user will be presented with the Busy screen while the video is being moved (see Screen Editor). If this setting is ticked, the user will not be presented with the Busy screen, the video will be moved as a background task and the user will immediately be able to continue using the system. You should note that when this setting is ticked, there may be occasions where a new recording is taking place while a previous background file transfer is still occurring and this may affect the performance of the new recording. Therefore please check your system performance when using this setting.

This setting also applies when copying videos to the cloud storage folder (see below) and when converting videos to MP4 or MOV (see Video settings).

Note: This setting does not apply to videos that are transferred from a DSLR camera to your computer. The Busy screen will always be displayed during your events when video files are being transferred.

Managing Event Folders

Add event name as sub folder – When ticked, RightBooth will automatically create a sub folder with the same name as your event within the specified 'folder for saving files'. This sub folder will then be used for saving files created by

the event and helps you to automatically place files from different events into different folders. If this option is not ticked, then all files from all events will be saved into the same 'folder for saving files'.

Filenames

By default all your recorded files will be automatically given a filename comprising the date and time that they were made, for example the following video recording was made on the 4th January 2017 at 12:54 pm:

2017-1-4 12-54-49 video.wmv

However, you can affect this name with the following settings:

Add event filename to all file names – When ticked, all filenames created during the event will also include the filename of the event. In the above example, if the current the event filename is JanesBirthday, the video filename would be:

janesbirthday 2017-1-4 12-54-49 video.wmv

Add user name to all file names – When ticked, if you have chosen to capture user names during the event, then the user name will be included in all filenames created by the users during the event. In the above example if the current user name is John Smith, the filename would be:

2017-1-4 12-54-49 video john smith.wmv

If both previous settings are ticked, then the example filename would be:

janesbirthday 2017-1-4 12-54-49 video john smith.wmv

Copy files to other drives and folders

This section lets you choose one or more drives or folders in which to make copies of various files that are created during your RightBooth events. You can select up to ten different drives/folders for copying files.

Add – Click this button to choose a local or network drive and/or a folder to add to the list.

Add FTP – Click this button to enter an ftp folder name to the list. This folder name will be appended to the ftp **Root folder** specified in RightBooth Settings → Social media → FTP. Leave this entry blank to target the **Root folder**. When uploading files, if this folder name does not exist on the ftp site, it will be automatically created within the Root folder.

Remove – Click the button to remove the currently highlighted folders from the list.

For each folder you add to the list, you may then choose to tick the following options:

- **Photos** – photos captured during the event will be copied to the folder
- **Thumbs** - photo thumbnails of the captured photos will be copied to the folder. Thumbnail files are created as JPG image, no bigger than 160 x 120 pixels.
- **Prints** - generated photo print layouts will be copied to the folder
- **Videos** - recorded videos will be copied to the folder
- **Text** - typed text message files will be copied to the folder
- **User details + Emails** – user names, email addresses and emailing file information will be copied
- **Photo numbers** – This option is used in conjunction with the Photos and Thumbs options (above). If you want to copy specific photos or photo thumbnails, enter the photo numbers in this text box separated

by commas, semi-colons or spaces. Example: **1,3** – this will cause the first and third photo to be copied, but not the second. If this textbox is left empty, then all photos and/or thumbnails will be copied.

- **GIF** – animated gifs created during the event will be copied to the folder.

An example of a situation where this feature might be useful is when you have attached one or more external drives to the computer (such as USB data sticks) and at the end of the event you require these drives to contain copies of all the files that have been recorded during the event.

Another example: you have a folder that is to be used as a Printing and Emailing Station. See section **Creating a Printing and Emailing Station**.

Note: These file copying settings will apply to all your event files. However, if you need to define and use file copying that is specific to a particular event file you can override these settings in the Event Designer. See section: Event Designer → Event file copy.

Cloud Storage Integration

Using the '**Copy files to other drives and folders**' feature (see earlier) you can configure RightBooth to automatically copy certain files into a local cloud storage folder. Cloud storage providers such as DropBox, Google Drive and Microsoft OneDrive usually create a folder on your computer that acts as a gateway to your free cloud storage space. When files are added into this folder they are automatically uploaded to the cloud storage where they can then be made available for viewing publically over the Internet, and also transferred to other social media sites such as Facebook and YouTube (using free web services such as IFTTT), see the section: **Uploading RightBooth Files To Social Media Sites**.

Tasks & Publish folder

Tick this option to allow the RightBooth Tasks and Publish features to work with event files that are located in the folder you specify using the associated Change button. Ticking this option will allow RightBooth to be used as a Printing and Emailing Station. See section **Creating a Printing and Emailing Station**.

When un-ticked, the Tasks and Publish features will work with files located in the folder associated with the currently open event. You should usually only tick this option if you are setting up RightBooth as a Printing and Emailing Station.

Allow remote changes

Tick this option to allow RightBooth to respond to event change requests that are held within the folder you specify using the associated Change button. See section: **Making Remote Changes to RightBooth Events**.

Log Settings

If RightBooth encounters a serious error during playing an event, it will capture the error message and add it to the text box on this Tab.

Show warning message if errors occur during event – Tick this option to have the software display a warning message during the event if it detects any serious errors. This can be useful to help identify any problems you may be having with the setup or the hardware.

The error message will appear in a window over the event screen the following default wording:

There is a problem with this system.

Please seek assistance

This message can be customised with wording of your choice within the Event Instruction table (see earlier). For example, you could provide a contact phone number for technical assistance.

Show Restart button – Tick this option to show a Restart button on the Error message window if errors occur during the event AND you have chosen the option to show a warning message (see earlier). When this option is ticked, the user will be able to restart the software by clicking (or touching) the Restart button when the button appears on screen. Clicking the button will cause the following sequence of events:

- the **Start Event** and **Watchdog** settings will be automatically switched on (see **Start and Stop** settings and **Security** settings).
- the current event will be stopped and the RightBooth software will close.
- the Watchdog program will run.
- the Watchdog program will run a new instance of the Rightbooth software.
- RightBooth will immediately open a new event.

The restart feature may be useful if problems have occurred during an event which may be resolved by restarting the software, for example a temporary loss of connection with the webcam.

Log error messages – Tick this option to cause all error messages to be displayed in the Log.

Log warning messages – Tick this option to cause all warning messages to be displayed in the Log.

Log information messages – Tick this option to cause all information messages to be displayed in the Log.

If you are experiencing problems during playing an event, we suggest you do the following:

- tick all the log message options
- play an event
- try recording some video clips
- return to this panel to view the Log file.

Copy button - Use this button to copy the current Log text to the Windows clipboard. We (Aire Valley Software) may ask for a copy of your log text if we ever need to provide you with technical support.

Please note that the contents of the Log text box will be cleared each time you play an event.

User and File Data

User details, file recording data and question answers are stored in the file UserDetails.txt within your chosen output folder.

The data is saved in field delimited format, suitable for importing into any spreadsheet application.

Here you can select:

Data delimiter - Choose how the data is delimited in the text file. Choose to use a **Comma** or **Tab** character as the data delimiter.

Include anonymous data - Tick this option to include anonymous data in the User Details file. If this setting is not ticked, then user details, answers and associated filenames will only be saved if you chose to capture User Names or Email addresses.

RightBooth Settings Location

RightBooth settings are stored in the file '**settings7.txt**' which is located in your RightBooth7 Program Data folder. You can copy this file and transfer it to other computers in order to replicate your chosen RightBooth settings. To help you locate this settings file, click the button '**Settings location...**' at the bottom of the RightBooth Settings screen and this will open the settings folder in Windows Explorer.

We (Aire Valley Software) may ask for your settings file if we need to provide you with technical support.

The Event Designer

The Event Designer is accessed from the Main screen and is where you create the structure and design of your currently open event. Changes made in the Event Designer will apply only to the currently open event therefore each event can have its own structure, settings and design.

The Event Designer comprises a number of event specific settings which are now explained in the following sections (tabs).

Event type

Your events can be one of the following event types:

Recording - This event type allows users to perform a combination of recording videos, capturing photos, entering messages and answering questions.

When you select this event type the Recording types panel will be displayed where you can choose which recording types to include in the event.

Menu - This event type allows you to create an onscreen menu that contains links to other events, files or applications on your computer. A menu event will provide users with the Event Menu screen (see Screen Editor), from which they can select an event, file or application they would like to play. For more information on Menu events, see section Event Flow.

When you select this event type, the Menu items panel will be displayed, where you can define the menu items to be included. The Event Menu screen will also be added to the Screen Editor, where you can design the look of your menu.

Information - This event type allows you to create an event that will display a sequence of information screens to event users. When you create a new Information event it will initially not contain any event screens, so you will need to use the Screen Editor to add screens to this event. Information events can be used to present your own text, image, video, audio and web content to users and this can form part of an Event Flow (see later).

Information events do not include menus or recording types.

Interruptable - Tick this option if you would like users to be able to interrupt an information event while it is playing. An information event can be interrupted using the current User input method (See User Input). When an Information event is interrupted, RightBooth will then start playing the event you have specified in Event Flow (see later).

Allow remote changes – Tick this if you want the event to be affected by remote changes. For full information, refer to the section **Making Remote Changes to RightBooth Events**.

Recording types

This panel will be displayed when you have selected the **Recording** event type.

Use these check boxes to select which type of recordings your guests can make during a Recording event. You can select any combination of Video, Photo, Message, Questions and Karaoke types.

Event Photo Count – This text box allows you to specify how many photos will be captured each time a user chooses to 'Take a Photo' during the event. The minimum photo count is 1. The maximum photo count is 10.

Make animated GIF – Tick this option to additionally create an animated gif of the set of photos taken by each user. Note that animated gifs will only be created if the event photo count is set to more than 1 photo. See Animated GIF settings in RightBooth Settings → Photo & Print.

Boomerang – Tick this option to save the animated gif work as a boomerang gif. This will cause the set of photos to be added to the gif twice. once in increasing order followed by once in decreasing order, allowing the resulting gif to play the photos forward and backward repeatedly. Boomerang gifs will only be created if the 'Make animated GIF' option is ticked AND the event photo count is set to more than 2 photos.

Minimum recording time - Enter the minimum video recording time (in seconds) into this text box. This is the amount of time that the user must record their video before they are allowed to cancel the recording or to stop the recording earlier than the Maximum recording time. This value must be at least 1 second. It applies to all video recordings, including video answers and karaoke videos.

Maximum recording time - Enter the maximum video recording time (in seconds) into this text box. This can be any value from 5 to 9999 seconds. This value is applied to the video recording feature and is also the initial value given to all new questions (added to the Question Table) that require a video answer (see later). Note that the recording time for each video answer can be altered independently using the Countdown Properties in the Screen Editor (see later). Also note that the length of a Karaoke video recording is governed by the length of the chosen karaoke music/lyric video (see Karaoke event).

Allow screen input to stop recording – Un-tick this option if you don't want your users to be able to stop a video recording before the maximum recording time has been reached. The same setting is available for karaoke video recordings.

Play only – Tick this option if you want users to perform their chosen karoke song, but not to have their performance recorded by RightBooth.

Picture in picture – Tick this to turn on the 'picture in picture' feature (PIP) to allow you to record PIP videos and capture PIP photos during your events. This works by taking the webcam feeds from webcam numbers 2, 3 and/or 4 and merging them onto the webcam number 1 in real time. When ticked, the event will show PIP on webcam 1 throughout the event. Note that in order to use this feature you must attach multiple webcams to your computer and configure them in RightBooth's video settings.

Picture in picture Layout – The layout options are only shown when the PIP option is ticked (above). Use the arrow keys to choose your preferred PIP layout combination. Note that different layouts require more webcams than others, up to a maximum of 4 webcams. Also note that your chosen layout will also obey the webcam rotation settings that you apply to all webcams in RightBooth's video settings.

Menu items

This panel will be displayed when you have selected the **Menu** event type.

Total menu items - Enter the total number of menu items you require. The value can range from 2 to 10.

Application or file to open - This list lets you add an application, a file or another RightBooth event to each of the menu items. Click on the entries in the list to browse for an application, file or RightBooth event for each menu item.

Command line arguments - This list lets you add optional command line arguments to applications added in the application list (above). Command line arguments are outside the scope of this manual so if your chosen application requires command line arguments you should refer to the specific application documentation for more details. Note that command line arguments are not required for files or RightBooth event files.

Event structure

Each of your events comprises a number of screens and items that will be presented to your users in a certain order. Each screen has a particular function which you may want to include in your event. All your selected screens will then be made available for design and layout using the Screen Editor (see later). Use the list on this panel to select the screens you want to include in your event.

Start

Include the Start screen in the event – Tick this to include the Start screen. The Start screen is the first screen that will be displayed in an event and will normally be the screen that is shown if the system times out or if any user cancels their session. The Start screen by default will display a welcome text message, the live webcam feed, and a text label prompting the user to interact with the system. If you don't tick this box, the Start screen will not be shown and the system will then display the next screen for your event. Depending on your design choices, the next logical screen may either be the **Terms and Conditions** screen, the **User Details** screen, the **Choose recording** screen or another screen of your own creation, see Add Items - Screen.

Move on from the start screen after detecting this number of faces – Tick this if you would like RightBooth to permanently show the Start screen until it detects a certain number of faces in the live webcam feed. Use the text box to enter a number of faces 1 to 4. For example, with this set to two, when two people sit in front of the webcam, RightBooth will automatically unlock the system and show the next screen in your event.

Move on from the start screen with keyboard keypress – Tick this if you would like RightBooth to permanently show the Start screen until it detects a certain keypress on the computer keyboard, or from other peripheral products that are designed to generate keypress events, such as the Stealth Switch 3. Use the text box to enter the keyboard character you want to use to progress beyond the Start screen. This feature facilitates the use of coin mechanisms to allow implementing a 'paid use' feature for your RightBooth events.

Reset Snap Camera – Tick this to reset Snap Camera interaction each time the Start screen is shown. Snap Camera will be reset to turn off the Snap Camera lenses and setting the initial lens selection back to hotkey: **Num + 1**.

For more details, refer to the section: **Using Snap Camera in RightBooth**.

Terms

Using Notepad (or similar) you can write your own terms and conditions and save them as a text file on your computer. You can then make reference to this text file within RightBooth as follows:

Include the Terms and Conditions screen in the event – Tick this option to have a Terms and Conditions screen displayed to your users during the event. This allows you to present users with your terms and conditions regarding their use of the system. Users will be required to accept your terms before they can proceed beyond the Terms and Conditions screen.

Browse button – Click this button to locate and select your terms and conditions text file. Your selected text filename and path will then be displayed on this panel and its text contents will be displayed on the Terms and Conditions screen during the event.

Clear button – Click this button to remove any previously selected terms and conditions text file from the program.

User Details screen

Include this screen if you wish to obtain personal details from your event users.

First Name, Last name, Email – Tick any of these options to have the **User Details screen** displayed to your users during the event. The User Details screen will then require your users to enter the selected details before being allowed to continue with the event.

Optional – Use these options to make one or more of your selected user details optional for the user. If not ticked, then during the event your users must enter their details in order to progress past the User Details screen. If ticked, users may simply click the OK button on the User Details screen in order to progress without being required to enter their details.

When you have chosen to collect user details, each time a user makes a recording (a video, a photo or a message), the following details will be recorded and appended into the file **UserDetails.txt** located within your chosen Output Folder:

Date of recording, Time of recording, First name, Last name, User Email, Recorded filename

The user details data will be saved in CSV format (comma separated values), which is suitable for loading into a spreadsheet application such as Microsoft Excel. Here is an example of the contents a typical UserDetails.txt file:

```
25/05/2017, 14:14:50, Jack Smith ,jacksmith@gmail.com, video_25-05-2017_14-14-50.wmv  
25/05/2017, 14:15:24, John Smith ,johnsmith@gmail.com, photo_25-05-2017_14-15-24.png  
25/05/2017, 14:15:32, Jill Smith, jillsmith@gmail.com, photo_25-05-2017_14-15-32.png
```

Collect user details on Message screen: First name, Last name – When either of these options are ticked, users will be asked to enter their name (to accompany their message), during a Text Message session. However, if you have already included their name on the User Details screen, you can un-tick these options to prevent the user from having to enter their name twice.

Include email pick list – Tick this to include the email pick list feature in your playing event. During the event RightBooth will store a list of all email addresses entered by users. Then each time a user starts to type their email address, RightBooth will show all matching email addresses from the list, allowing the user to pick one. This feature is ideal for users who return to re-use the event. Note: You should test this feature to make sure that the pick list does not obscure any of the other interactive items on the event screen.

Choose Recording

Include the 'Choose recording' screen in the event – Tick this to include the 'Choose recording' screen. Note that this screen is mandatory when you have chosen to include more than one recording type in your event (e.g videos and photos).

If your event comprises only one recording type (e.g. photos), then this screen is optional. If you choose to include this screen in a single type event, it will be shown as an additional information screen within the event flow, after the 'Start' screen and before the 'Get ready' screen.

Green Screen

These settings allow you to include the Green Screen feature within your video recording and photo capture events.

Include green screen when recording videos - This setting lets you choose how to incorporate the Green Screen feature into your video recordings:

No - The Green Screen feature will not be included in the event for video recording.

Yes - The Green Screen feature will be included and a background file will be automatically selected from the **Files** list by RightBooth before each video is recorded.

Ask the user - The 'Green Screen' screen will appear in the event and users will be shown all the files in the Files list. They will be then asked to select a file before each video is recorded.

Include green screen when taking photos - This setting lets you choose how to incorporate the Green Screen feature into your photo captures:

No - The Green Screen feature will not be included in the event for photo capture.

Yes - The Green Screen feature will be included and a background file will be automatically selected from the **Files** list by RightBooth before each photo is taken.

Ask the user - The 'Green Screen' screen will appear in the event and users will be shown all the files in the Files list. They will be then asked to select a file before each photo is taken.

Choose green screen files - Click this button to display the Green Screen selection panel, where you can create a list of image and/or video files that will be used as Green Screen replacements during the event when your users record videos or take photos.

For more details see section: [Altering Item Content](#) → [Changing Grid item content](#).

Note: Greenscreen options do not apply when using a DSLR camera in your events.

Overlay Image

These settings allow the inclusion of the image overlay feature in your events.

Include when recording videos - This setting lets you choose how to incorporate the image overlay feature into your video recordings:

No - The image overlay feature will not be included in the event for video recording.

Yes - The image overlay feature will be included and the images will be automatically selected from the **Files** list by the application, before each video is recorded.

Ask the user - The 'Overlay image' screen will appear in the event and users will be asked to choose an image before each video is recorded.

Include when recording photos - This setting lets you choose how to incorporate the image overlay feature into your photo captures:

No - The image overlay feature will not be included in the event for photo capture.

Yes - The image overlay feature will be included and the images will be automatically selected from the **Files** list by the application, before each photo is captured.

Ask the user - The 'Overlay image' screen will appear in the event and users will be asked to choose an image before each photo is captured.

Choose overlay image files - Click this button to display the Overlay images panel, where you can create a list of images from the Media Library to be overlaid on your video recordings and/or photo captures during the event.

For more details see section: Altering Item Content → Changing Grid item content.

Note: Images will not be overlaid on videos when using a DSLR camera to record videos.

Overlay Logo

The logo properties apply to all webcam items in your event. Using Logo properties you can place an image (such as a company logo) over all recorded video files and photos created during the event. Note that (unlike all other properties) Logo properties apply to all webcam items on all screens, they are not screen specific.

Include a logo – Tick this to add a logo to your video recordings and photos

Position - Select the chosen position for the logo on the recorded files. Choose from:

Top left - Logo is placed at the top left corner.

Top - Logo is centred horizontally along the top edge.

Top right - Logo is placed at the top right corner.

Left - Logo is centred vertically down the left edge.

Middle - Logo is placed in the middle.

Right - Logo is centred vertically down the right edge.

Bottom left - Logo is placed at the bottom left corner.

Bottom - Logo is centred along the bottom edge.

Bottom right - Logo is placed at the bottom right corner.

Choose a logo image - Click this to select an image file to be used for the Logo.

Size % - Click this to alter the size of the logo. This value represents the size of the logo as a percentage of the width of the video recordings and photo captures. For example if the current video size is 800 x 600 pixels, then setting **Size = 50** will cause the logo to be sized so that its width is 400 pixels.

Get ready

Show the 'Get ready' screen before recording videos - Tick this option to include the 'Get ready' screen within your video recording events. During the event, this screen will appear after the user has selected to record a video and prior to the Countdown screen being displayed.

Show the 'Get ready' screen before taking photos - Tick this option to include the 'Get ready' screen within your photo capture events. During the event, this screen will appear after the user has selected to take a photo and prior to the Countdown screen being displayed.

Start recording videos on the 'Get ready' screen – If you tick this option, the video recording initialisation will start when the 'Get ready' screen is shown. When this is not ticked the initialisation will start when the **Record video**

screen is shown (the default setting). With some webcams and equipment you may find that your system can take a few seconds to initialise the video recording, which can cause users to start speaking before the video is being captured to disk. To prevent this, tick this option so that the video recording is initialised before the **Record video** screen is shown to the user.

Countdown

Show the Countdown screen before recording videos - Tick this option to show the Countdown screen prior to recording each video during the event. The countdown value is defined in the Countdown item on the Countdown screen. See section: Screen Designer.

Show the Countdown screen before taking photos - Tick this option to show the Countdown screen prior to taking each photo during the event. The countdown value is defined in the Countdown item on the Countdown screen, but this can be overridden see next.

Count down for the first photo only – If you have chosen to show the Countdown screen for photos, and the number of photos is set to 2 or more, then ticking this option will cause the Countdown screen to be shown only once at the start of each photo set, hence providing a speedier photo capture experience for the users. Note that this behaviour can also be defined using the ‘Show with photo’ property on the Countdown screen.

Countdown value for each photo – If you have chosen to show the Countdown screen for photos, then by default, each photo will be given the same countdown starting value, as defined in the Countdown item on the Countdown screen. But if you would like to have a different countdown start value for each of the photos, tick this option and provide the numerical countdown start values (in seconds) in the accompanying text box.

The countdown values should be separated by commas, semi-colons or spaces, for example:

5,3,3 - The first photo is given a 5 second countdown. The second and third photos are each given a 3 second countdown.

Note: If there are less countdown values in the text box than the number of photos in the event, the outstanding photos will be subject to the countdown value defined in the Countdown item on Countdown screen.

Take Photo

These settings allow you to apply various features on the Take photo screen, which will be shown each time a photo is taken.

Photo capture delay – This allows you to add a photo capture delay time to the ‘Take photo’ screen. This is the amount of time that RightBooth will wait before capturing a photo after this screen is displayed. By default the capture delay is 0.5 seconds for standard photo events in order to briefly show the ‘Smile’ text prompt, and it is 1.5 seconds for mirror booth events to allow showing the ‘Take photo’ mirror booth animation prior to capturing a photo.

One reason why you may want to alter this value for a specific event file is when you have added a longer playing video (or animated GIF) to the ‘Take photo’ screen and you wish to synchronise the photo capture with a specific point in the playing video file (or GIF animation). For example you may be playing a video that informs the user to ‘Smile’ which occurs at 3 seconds into the video, in which case you should set this photo capture delay to something like 3.5 seconds to force the capture to occur slightly after the ‘Smile’ prompt appearing within the video.

NOTE: If you set the photo capture delay time to a value greater than the 'Take photo' screen timeout time, then the 'Take photo' screen timeout time will be automatically set to be the same as the photo capture delay. For more information on screen timeouts see section: Properties: Timeout properties.

Include 'screen flash effect' - Tick this option to make the screen flash white briefly when each photo is captured in order to mimic the camera flash.

Live view – This setting lets you choose what happens with the webcam live view item for the time remaining after the photo has been captured on the Take photo screen. The options are:

Live – the webcam item continues to show live feedback.

Freeze – the webcam item shows the captured photo frame.

Black – the webcam item shows a black image.

Photo filters

These settings allow the inclusion of the photo filter feature within recording events. By including photo filters you can alter the look of each photo after it has been taken.

No – Select this option if you do not want to include photo filters in your event

Yes - The photo filter feature will be included in the event. During the event, after each photo is taken, a filter will be automatically selected from the filter list and applied to each photo before it is saved.

Ask user - The 'Photo filters' screen will appear in the event and users will be asked to choose a filter to be applied to each photo after it has been taken.

Filter List – Choose the filters you would like to include in the event. Your chosen filters will be included on the Photo filters screen and will also be used if automatic selection is required. Refer to the section '**Screen Editor – Properties – Filters**' for a description of each filter.

Show & Redo

This section allows you to decide whether to show users their recorded videos, photos and messages upon completion.

Videos – Tick this option to have each recorded video played back to the user after the recording has been made. When this option is not ticked, recorded videos will not be shown to the user and the system will progress to the next event screen, such as the Thank You screen.

Photos – Tick this option to have each photo shown to the user after it is taken. When this option is not ticked, photos will not be shown to the user and the system will progress to the next event screen.

Messages – Tick this option to have each text message shown to the user after it has been entered. When this option is not ticked, messages will not be shown to the user and the system will progress to the next event screen.

Answers – Tick this option to have each recorded video or message answer shown to the user. When this option is not ticked, answers will not be shown to the user and the system will progress to the next event screen.

Karaoke videos – Tick this option to have each recorded karaoke video played back to the user after the recording has been made. When this option is not ticked, recorded videos will not be shown to the user and the system will progress to the next event screen.

Allow user to redo – For each of the five file types (above) you also have the option of allowing the user to redo the file. Ticking the option corresponding to the chosen file will cause **Redo** and **Keep** buttons to appear on the **Show** screens during the event. This will allow the user to re-create their most recently created video, photo or message if they are not happy with the result.

No of attempts: - Enter the number of times a user can Redo a particular file. Valid range is 1 – 10.

Email files

These settings allow photos, messages and video files (created by users during the event) to be sent by email (as file attachments) to the users email address.

Email videos

This section lets you choose how to email videos during the event.

No - Videos will not be emailed automatically during the event. You may still offer to **Ask the User** (below) if this option is set.

Yes - Videos will be automatically emailed without offering the user the option.

Later – Email files will be created and saved in the current event folder during the event. These files can then be emailed later e.g. after the event has finished using the Email feature available in Tasks. See Tasks. This feature will also allow videos to be emailed from a RightBooth Emailing Station. See section: **Creating and Printing and Emailing Station**.

Ask the user - The user will be asked if they want to email their videos. This option will add the **Video options** screen to the event.

Ask Count – Enter the number of times that the user will be allowed the choice of emailing their videos on the **Video options** screen. Permitted range: 0 to 99. If the value is set to 0, the user will continue to be offered the option of emailing their videos until they choose the **Finished** option on the **Video options** screen. See Screen Editor.

Email photos

This section lets you choose how to email photos during the event.

No - Photos will not be emailed. You may still offer to **Ask the User** (below) if this option is set.

Yes - Photos will be automatically emailed without offering the user the option.

Later – Photo email files will be created and saved in the current event folder during the event. These files can then be emailed later e.g. after the event has finished using the Email feature available in Tasks. See Tasks. This feature will also allow photos to be emailed from a RightBooth Emailing Station. See section: **Creating and Printing and Emailing Station**.

Ask the user - The user will be asked if they want to email their photos. This option will add the **Photo options** screen to the event.

Ask Count – Enter the number of times that the user will be allowed the choice of emailing their photos on the **Photo options** screen. Permitted range: 0 to 99. If the value is set to 0, the user will continue to be offered the option of emailing photos until they choose the **Finished** option on the **Photo options** screen. See Screen Editor.

Include the animated GIF – Tick this to include the animated GIF in the email.

Include the print layout – Tick this to include the photo print layout in the email.

Don't include the photos – Tick this to exclude the individual photos from the email.

Email messages

This setting lets you choose how to email messages during the event.

No - Messages will not be emailed. You may still offer to **Ask the User** (below) if this option is set.

Yes - Messages will be automatically emailed without offering the user the option.

Later – Message email files will be created and saved in the current event folder during the event. These files can then be emailed later e.g. after the event has finished) using the Email feature available in Tasks. See Tasks. This feature will also allow message files to be emailed from a RightBooth Emailing Station. See section: **Creating and Printing and Emailing Station**.

Ask the user - The user will be asked if they want to email their message. This option will add the **Message options** screen to the event.

Ask Count – Enter the number of times that the user will be allowed the choice of emailing their message on the **Message options** screen. Permitted range: 0 to 99. If the value is set to 0, the user will continue to be offered the option of emailing their message until they choose the **Finished** option on the **Message options** screen. See Screen Editor.

Note 1:

If you include the option to email photos, messages or videos in the event, and you have also chosen not to include the **Email** setting on the User Details screen, the **Email address** screen will be added to the event and will be displayed to each user prompting them to enter an email address before any files can be emailed.

Note 2:

If you choose to email videos, be aware that some email servers place a limit on the size of files that can be attached to an email, therefore in some situations you may find that emails with video attachments are not delivered successfully.

Print photos

This section lets you choose to allow your users to print their photos. If you choose to allow photo printing, then during the event the photo printing will occur after each user has had their photo (or photos) taken. The photos will be arranged and printed according to your Print layout design (see Print Layout).

No – Tick this option if you don't want users to print photos. You may still offer to **Ask the User** (below) if this option is set.

Yes – Tick this option if you want photos to be automatically printed after each user has taken their photos. **Copies** - Enter the number of copies that will be printed for each user when the Print Photo option is set to **Yes**. Permitted range: 1 to 10.

Ask the user – Tick this option if you want your users to be given the option of printing their photos. This option will then add the **Photo options** screen to the event. See Screen Editor.

Ask Count – Enter the number of times that the user will be allowed the choice of printing their photos on the **Photo Options** screen. Permitted range: 0 to 99. If the value is set to 0, the user will continue to be offered the option of printing photos until they choose the **Finished** option on the **Photo options** screen. See Screen Editor.

Include the 'Print copies' screen – Tick this to include the **Print copies** screen in your event. This is useful if you want to allow your users to choose how many print copies they would like to print after they have chosen to print their photos on the Photo Options screen. This screen will show a number of 'Print copy' options to the user as defined by the **Total choices** setting and **Number of copies for each choice** list (below). This screen will only appear if the **Ask the user** option is also ticked (see above).

Total choices – Enter the total number of 'Print copies' choices you will present to your users on the Print copies screen (above). Range 1- 10.

Number of copies for each choice – This list lets you define the number of print copies to assign to each choice on the Print copies screen. Click on each item in the list to specify the number of copies required. Range is 1 – 99.

Note: If you select **Print photos: Yes** and also tick **Ask the user**, then during the event, each user's photos will be automatically printed and then they will be shown the **Print photos** screen allowing them to choose to make more prints.

Save the print layout as an image file – Tick this option to save each user's photo print layout (during the event) as an image file in the current events folder, using the image file format specified in Photo Settings. Note that this feature will only work if you have designed a print layout for the event. Also note that this feature is independent of the actual physical printing process, in other words you can select this feature even if you have chosen not to allow printing during the event.

This option can be used to create files suitable for printing at a later date (after the event) using your own printer software.

Save to Event Tasks – This option can be used in addition to the previous option to allow all photo print layout image files to be viewed and printed after the event using RightBooth's Event Tasks feature (see Event Tasks: **Printing Layouts**). Note: Selecting this option will cause RightBooth to automatically save print layout image files (see the previous option).

If you are setting up a RightBooth Printing Station for this event then this option must be ticked. See section **Creating a Printing and Emailing Station**.

Thank you

Include the 'Thank you' screen - Tick this option to have the **Thank you** screen displayed to users after they have recorded a video, photo(s) or text message. If you have also selected to include the User Details screen, then you can also choose to include the Go again prompt.

Videos – Tick this option to include the Thank you screen after each video has been recorded.

Photos – Tick this option to include the Thank you screen after each set of photos have been taken.

Messages – Tick this option to include the Thank you screen after each message has been entered.

Option to go again - Tick this option to have the **Thank you** screen also show a **Go again?** prompt and **Yes/No** buttons. This setting is only applicable if you have chosen to include the User Details screen in your event. If you tick 'Option to go again' then if the user chooses 'Yes' they can re-use the event again without having to visit the Start screen or re-enter their user details.

Multiple monitors

This section allows you to configure and use up to 4 monitors attached to your computer in an extended desktop arrangement. Using this arrangement, RightBooth will allow you the option of adding event screens onto each of the additional monitors in the Screen Editor.

First, ensure you have your monitors attached to a multi head graphics card on your PC and you have arranged them as in extended desktop configuration (see your Windows display settings for instructions).

You can now choose which RightBooth event screens to show on each of your monitors.

Monitor 1 screens. On display – Enter the monitor number upon which you want to show the interactive main event screens. This monitor is normally Monitor 1. If you are using a touchscreen monitor for interaction with RightBooth, make sure that the main event screens are set to show on the touchscreen monitor.

Monitor 2 screens – Tick this to use a second monitor in your RightBooth event. The Monitor 2 option will then be available within the Screen Editor for editing purposes, and your 'Monitor 2' event screens will appear on the second monitor when the event is playing.

Monitor 2 screens. On display – Enter the monitor number upon which you want to show the 'Monitor 2' event screens.

Video In progress screen - Tick this option to include the **Video in progress** screen on the second monitor.

Photo In progress screen - Tick this option to include the **Photo in progress** screen on the second monitor.

Print In progress screen - Tick this option to include the **Print in progress** screen on the second monitor.

Monitor 3 screens – Tick this to use a second monitor in your RightBooth event. The Monitor 3 option will then be available within the Screen Editor for editing purposes, and your 'Monitor 3' event screens will appear on the third monitor when the event is playing.

Monitor 3 screens. On display – Enter the monitor number upon which you want to show the 'Monitor 3' event screens.

Video In progress screen - Tick this option to include the **Video in progress** screen on the third monitor.

Photo In progress screen - Tick this option to include the **Photo in progress** screen on the third monitor.

Print In progress screen - Tick this option to include the **Print in progress** screen on the third monitor.

Monitor 4 screens – Tick this to use a second monitor in your RightBooth event. The Monitor 4 option will then be available within the Screen Editor for editing purposes, and your 'Monitor 4' event screens will appear on the fourth monitor when the event is playing.

Monitor 4 screens. On display – Enter the monitor number upon which you want to show the ‘Monitor 4’ event screens.

Video In progress screen - Tick this option to include the **Video in progress** screen on the fourth monitor.

Photo In progress screen - Tick this option to include the **Photo in progress** screen on the fourth monitor.

Print In progress screen - Tick this option to include the **Print in progress** screen on the fourth monitor.

Miscellaneous

Include ‘choice button’s on event screens – Tick this option if you want interactive buttons to appear during the event whenever a decision has to be taken by the user. If this option is not ticked the user will only see the selection text messages and not the buttons.

Use mobile layout for the on-screen keyboard – Tick this option to switch the on-screen keyboard layout from ‘standard desktop’ style to ‘mobile phone’ style. The mobile layout also allows users to access the emoji buttons for adding emojis to their text messages.

Include the ‘Cancel confirmation’ screen - Tick this option to include the **Cancel confirmation** screen during the event. Then whenever a user clicks any Cancel button on any screen, they will be presented with the Cancel confirmation screen. This screen will ask the user if they are sure they want to cancel, allowing them to select either **Yes** or **No**. If the user selects **Yes** the system will open the event defined in the Event Flow. If the user selects **No**, the system will move to the screen that was showing prior to the Cancel confirmation screen.

If the Cancel confirmation screen is not included in the event, then whenever a user clicks any Cancel button, the session will be immediately cancelled without prompting the user for confirmation.

Event text

The Event instructions table allows you to view and/or alter specific text instructions for the currently open event.

The first column of the table shows the text instructions that will be used during the event. This text will be shown in the language that is current selected in the Event language combo box, see below.

However, if you wish to alter any of the text instructions specifically for the currently open event, simply enter your re-worded text in the corresponding text box in the **Replacement Text** column.

Note that any text you enter into this table will apply only to the currently open event file and these changes will also be saved with the event file. Changes in this table will not affect any of the text in any of your other event files.

You can also alter these specific text instructions directly within the Screen Editor when editing screen label items (see section: **Editing Label Items**).

The Event language

The combo box can be used to choose the language for the event instructions in the currently open event file. If you set this to ‘Default’ the event file will take the instructions from the ‘Default event language’ in RightBooth Settings. If you set this to a specific language, the event file will maintain the instructions in your chosen language and will not be affected by changes to the default event language in Settings.

Event questions

The Questions panel allows you to create a set of questions that will be presented to your users during a Question event.

When you create a new event, the Question panel will not contain any questions. You can click the **Add** button to add rows into the table. Each row represents a single question that will appear to your users during the event.

Each question is defined by properties in the following column tables:

ID - This column shows the question ID for each question. This is a numeric value which is guaranteed to be unique for each question in the event file. Note that these numbers may not be consecutive or ascending, especially if you re-order questions after creating them.

Question text – Enter the question text for each of your text questions in this column.

Question video – If you want to play a video for any question, click the appropriate cell to select a pre-recorded video file from your computer.

Question type – Click this combo box to choose the type of each question:

Text – When the question is shown, the specified question text will be displayed on screen.

Video – When the question is shown, the specified video file will play on screen.

Both – When the question is shown, the specified question text AND video file will be shown on screen.

Answer type – Click this combo box to define the type of answer required for each question:

Text – The question must be answered by entering a text message.

Video – The question must be answered by recording a video.

Ask – Option buttons will be shown on the question screen to allow the user to choose whether to answer the question with a text message or by recording a video.

Multi - The question will comprise a number of answers which will be displayed to the user, from which one must be selected.

Multi answers - Click in this cell to add up to 10 text answers to a Multi choice question. Applies to Answer type: Multi.

Multi branch - Click in this cell to add a branch rule to each multi choice answer. Applies to Answer type: Multi. Each multi choice answer can have one of the following branch values:

- **Next** - The next question listed in the Question Grid will be shown to the user after they have selected the answer
- **Finished** - No more questions will be shown to the user after they have selected the answer question.
- **Question ID** - The question with the corresponding ID will be shown to the user after they have selected the answer.

Skip - Tick this checkbox to make the associated question an optional question. During the event when an optional question is displayed to the user, the **Skip** button/label will also be displayed, allowing the user to skip the question without answering it.

Branch - Click this to select a branch rule for the associated question. This option does not apply to Answer Type: Multi as it has Multi branch settings (see above). Branch settings can be one of the following:

- **Next** - The next question listed in the Question Grid will be shown to the user after they have answered the question
- **Finished** - No more questions will be shown to the user after they have entered the question.
- **Question ID** - The question with the corresponding ID will be shown to the user after they have answered the question.

In each of your events you can define any number of questions with any combination of question types, answer types and skip options.

The order of the questions in the table is the order that they will normally be presented to the user during the event. However, by careful use of the Multi choice questions and the Branch options, you can create unique pathways through the question set that will occur as a result of the answers provided by each user.

You can use standard Windows cut, copy, and paste commands to copy text from other text sources into the cells of the Question text column.

Table Row Manipulation

The following buttons are available at the top of the Question Screens Panel to allow you to alter and change the order of the questions in the table:

Add – Click this button to add a new question row into the table. You can add as many questions into the table as you require.

Remove – Click this button to remove the currently selected question row from the table. To select a row, click the mouse in the left most column and the row will be highlighted.

Move Up / Move Down – These buttons allow you to change the order of the rows in the table. First select any row, then click the appropriate button to move the currently selected row up or down the table.

Remember that the order of the rows in the question table defines the order that the questions will be presented to the user during the event.

See also: Designing Question Screens (later).

Event email

This tab lets you define who will receive emails containing user photos and text messages that are created during the event.

Send to user email address - Tick this option to email each user's photos and text messages to the email address they enter in the User Details screen (or Email address screen) during the event.

To - Use this text box to enter one or more email addresses to which you would like all photos and text messages to be sent. Each email address must be added on a separate line in the text box.

As an example, at a wedding reception event, in addition to each user receiving their own photos, the bride and groom may want to receive all photos taken by all users.

Subject - Enter the email subject title.

Body - Enter the body text for the email.

Send test email to - Click this button to send a test email to the email address you enter into the text box.

Event flow

Event flow is a powerful feature that, together with event menus, help you link events together seamlessly when they are playing. Some of the things you can do using event flow:

- create your own sequence of events
- create a cyclic loop of events
- create event navigations
- create information event branches
- return back to previous events
- make a single event repeat indefinitely
- define what happens when users cancel or interrupt an event
- define what happens when the system times out due to user inactivity
- create a menu to run other applications or open other files on your computer.

Each event contains the following event flow rules...

On completion, start...

Choose which event to start playing after a user completes the current event. An event typically completes after each user has been shown the last screen in the event, which is usually the event's **Thank you** screen. You can choose any one of the event flow options described below.

On cancel or interrupt, start...

Choose which event to start playing when a user cancels or interrupts the current event. You can choose any one of the event flow options described below.

On timeout, start...

Choose which event to start playing when any screen in the current event (that requires user input) reaches its pre-defined time out value due to user inactivity, such as in the situation where a user walks away from the system mid-session. You can choose any one of the event flow options described below.

Event flow options

this event - RightBooth will restart the current event. This is the default option for all event flow rules.

first event - RightBooth will start the first event used in the session. The first event in the session is the first event you start after running the RightBooth application.

previous event - RightBooth will start playing the event that was previously playing prior to the current event.

next event - RightBooth will start playing the event defined in the associated event label.

Browse - Click this button to select an event that will be started by the **next event** flow option.

Running Other Applications or Files From Menus

If you choose to run other applications or open other files from a Rightbooth Menu, the menu will remain open behind the chosen application (or file) until the application is closed. Note that in this situation you may want to alter the menu screen Timeout property to **Never**, see **Screen Timeout**.

Event file copy

Copy files to other drives and folders

Replace the File Copy actions (in RightBooth Folder settings) with event specific File Copy actions – Tick this checkbox to allow you add one or more drives or folders in which to make copies of various files that are created when this event is played. You can select up to ten different drives/folders for copying files from this event.

When ticked you are effectively overriding any general file copy actions (defined in RightBooth's Folders & files Settings) for this event file.

When un-ticked, RightBooth will use the general file copy actions in RightBooth's Folders & files Settings.

If you tick this checkbox but subsequently do not add any file copy actions, RightBooth will not perform any file copying while this event is playing.

Also see section: Settings → Folders & files.

Add – Click this button to choose a drive and/or a folder to add to the list.

Add FTP – Click this button to enter an ftp folder name to the list. This folder name will be appended to the ftp **Root folder** specified in RightBooth Settings → Social media → FTP. Leave this entry blank to target the **Root folder**. When uploading files, if this folder name does not exist on the ftp site, it will be automatically created within the Root folder.

Remove – Click the button to remove the currently highlighted folders from the list.

For each folder you add to the list, you may then choose to tick the following options:

- **Photos** – photos captured during the event will be copied to the folder
- **Thumbs** - photo thumbnails of the captured photos will be copied to the folder. Thumbnail files are created as JPG image, no bigger than 160 x 120 pixels.
- **Prints** - generated photo print layouts will be copied to the folder
- **Videos** - recorded videos will be copied to the folder
- **Text** - typed text message files will be copied to the folder
- **User details + Emails** – user names, email addresses and emailing file information will be copied
- **Photo numbers** – This option is used in conjunction with the Photos and Thumbs options (above). if you want to copy specific photos or photo thumbnails, enter the photo numbers in this text box separated by commas, semi-colons or spaces. Example: **1,3** – this will cause the first and third photo to be copied, but not the second. If this textbox is left empty, then all photos and/or thumbnails will be copied.
- **GIF** – animated gifs created during the event will be copied to the folder.

An example of a situation where this feature might be useful is when you have attached one or more external drives to the computer (such as USB data sticks) and you require these drives to contain copies of all the files that have been recorded during the event.

Another example: you have a folder that is to be used as a Printing and Emailing Station. See section **Creating a Printing and Emailing Station**.

Event hardware

Device to be used for video recording in this event

Use this setting to choose which camera will be used for recording videos when this event is played.

As specified in RightBooth Settings – Tick this option to use the camera that has been specified in RightBooth settings. This is the default option.

Webcam – Tick this option to force the event file to use your webcam (defined in Settings) for recording videos.

DSLR camera – Tick this option to force the event file to use your DSLR camera (as defined in Settings) for recording videos.

Device to be used for taking photos in this event

Use this setting to choose which camera will be used for taking photos when this event is played.

As specified in RightBooth Settings – Tick this option to use the camera that has been specified in RightBooth settings. This is the default option.

Webcam – Tick this option to force the event file to use your webcam (defined in Settings) for taking photos.

DSLR camera – Tick this option to force the event file to use your DSLR camera (as defined in Settings) for taking photos.

Crop webcam photos – Tick this to apply event specific cropping to the webcam live feed and also to photos taken with the webcam during the event. Crop values must be added into the accompanying W and H text boxes.

Crop DSLR photos – Tick this to apply event specific cropping to photos taken with the DSLR camera during the event. Crop values must be added into the accompanying W and H text boxes.

Please note that if the above cropping settings are enabled, then these cropping values will be used while the event is being edited or played, and the cropping values in RightBooth settings will be ignored.

The Screen Editor

The Screen Editor is accessed from the Edit screens button on the RightBooth main window and allows you to design the look and layout of all the event screens and screen items that you have included within the event. It also lets you design the photo print layout.

The Screen Editor will initially display the first screen in your event together with the Screen Editor Toolbox.

The Screen Editor Toolbox

This toolbox displays a list of all the screens you have chosen to include in your event design (see Event Structure). You can click on any screen name in the list to view the contents of that screen. You can then design and layout all the items on the screen, including webcam, text labels, images, video, etc.

The Screen List

Here we explain each screen that will be listed on the Screen Editor Toolbox depending upon the choices you make in the Event Designer. You can add, remove and edit items on all screens, but note that on some screens, certain items are required and may not be deleted.

Start

Shows the live preview from the webcam and an introductory message.

T and C

Displays your terms and conditions text together with an OK and Cancel button.

User details

Shows name and email address text boxes and the on-screen keyboard to allow users to enter their details into the system.

Event menu

Shows your event choices (and buttons) from the Event Designer, when the event type is set to 'Menu'

Choose recording

Shows the recording choices (and buttons) that can be made by the user. The choices on this screen are taken from the selected recording types in the Event Designer. If only one recording type is selected, this screen will act as an information screen for the recording type.

Choose greenscreen

Shows the greenscreen background images (and videos) that users can select from when including the greenscreen 'Ask the user' feature, together with an OK button.

Choose overlay

Shows the overlay images that users can select from when including the image overlay 'Ask the user' feature, together with an OK button.

Choose karaoke

Shows the karaoke filenames that users can select from when including the karaoke 'Ask the user' feature, together with an OK button.

Get ready

Shows the live preview from the webcam and a 'Get ready' introductory message.

Countdown

Shows the live preview from the webcam and a countdown text sequence item.

Question

Shows the current question in a Question event. Each question screen has its own screen layout, which may include a text question or a video file question.

Answer

Shows the current answer screen in a Question event. Each answer screen has its own screen layout, which may include a text input item, on-screen keyboard and recording webcam item.

Record video

Shows the live webcam item during video recording, together with a countdown label sequence item.

Record karaoke

Shows the live webcam item during karaoke video recording, together with a video item that plays the chosen karaoke file lyrics and backing track.

Take photo

Shows the live webcam and the 'Smile' label item.

Choose filter

Shows the most recent photo together with a set of photo filters that users can select from when including the photo filter 'Ask the user' feature, together with an OK button.

Type message

Shows a text input item and on-screen keyboard to allow users to enter their text message.

Show video

Shows a video item playing the most recently recorded video. If the 'Redo video' option is set in the Event designer, this screen also shows the Redo and Keep buttons.

Show photo

Shows an image item containing the most recently taken photo and thumbnail images of all other photos in photo set. If the 'Redo photo' option is set in the Event designer, this screen also shows the Redo and Keep buttons.

Show message

Shows a label item containing the most recently entered text message. If the 'Redo message' option is set in the Event designer, this screen also shows the Redo and Keep buttons.

Show answer

Shows the most recently recorded video or text answer in a Question event. If the 'Redo Question answers' option is set in the Event designer, this screen also shows the Redo and Keep buttons.

Show karaoke

Shows a video item playing the most recently recorded karaoke video. If the 'Redo karaoke' option is set in the Event designer, this screen also shows the Redo and Keep buttons.

Printing

Shows a printer image each time photo printing is in progress.

Print layout

Shows the current photo print layout for design purposes. This screen does not appear when the event is playing.

Video options

Shows any video options you have chosen in the Event Designer to allow users to make their choice.

Photo options

Shows any photo options you have chosen in the Event Designer to allow users to make their choice.

Message options

Shows any message options you have chosen in the Event Designer to allow users to make their choice.

Print copies

Shows the print copies options you have chosen in Event Designer to allow users to choose how many print copies to make when printing their photos.

Email address

Shows the email address text entry box and the on-screen keyboard to allow users to enter their email address when required by the software.

Emailing

Shows an emailing image each time an email is being sent by the software.

Thank you

Shows a 'Thank you' label item at the end of each user's event session. It will also show the 'Go again' Yes/No buttons if required.

Cancel

Shows the 'Cancel confirmation' label item and Yes/No buttons whenever the user chooses a Cancel button on any other screen. This screen will only appear if 'Cancel confirmation' is selected in Event Designer.

Busy

Shows a 'Busy' label item and an animation gif whenever RightBooth is performing a lengthy task, such as converting a recorded video to a different format.

Error

Shows an error message label item if RightBooth encounters an unexpected error.

Finished

Shows a 'Event finished' label item whenever an event Stop condition is met. See Start/Stop Settings.

The Additional Monitor Screen Lists

The following screens will be shown on a second or third monitor and will only apply if the event includes the additional monitors in the Event Designer.

Start 2

This is the first screen to be displayed at the start of the event.

Video in progress

This screen will show whenever a video is being recorded by RightBooth, when the 'Video in progress' option is selected in the Event Designer. This is useful if you want to ensure that no processor intensive activity is happening on the second (or third) monitor (such as playing a video item) during video recording.

Photo in progress

This screen will show whenever a photo is being captured by RightBooth, when the 'Photo in progress' option is selected in the Event Designer.

Print in progress

This screen will show whenever photo printing is happening in RightBooth, when the 'Printing in progress'.

Screen Editor Toolbox Options

The Screen Editor toolbox provides the following options:

Theme – Click this button to open the backgrounds folder in the Media Library where you can select a theme that will be applied to all your event screens. Each theme will apply a background, text colour and button style to all your event screens.

Note that if you have enabled additional monitors, theme changes made while working on a Monitor 1 screen will only be applied to Monitor 1 screens. Similarly, theme changes made while working on a Monitor 2 screen will only be applied to Monitor 2 screens.

Zoom - Increase or decrease the size of the screen for editing purposes. You can zoom into the screen for more precise control over positioning items. When the screen does not fit on your computer monitor, vertical and horizontal scroll bars will appear allowing you to pan around screen. Minimum zoom size is 0.1. Maximum zoom size is 10. Whenever the mouse is positioned over the screen you can also use the mouse scroll wheel to change the zoom value.

Undo - Click this to undo your screen edits. Most actions can be undone, including moving and sizing items and altering their properties. Each screen maintains its own independent and unlimited undo/redo history.

Redo - Click this to redo your undo operations.

Bin - Click this to delete the currently selected screen item(s). You can also use the Bin to delete screens you have manually added to the event if no screen items are currently selected (see Add screen).

Cut - Click this to cut the currently selected item(s) from the screen. You can also use this to cut screens you have manually added to the event if no screen items are currently selected.

Copy - Click this to copy the current selected screen item(s). You can also use this to copy screens you have manually added to the event if no screen items are currently selected.

Please note that certain essential screen items cannot be cut, copied or deleted and you will be informed whenever you try to do this.

Paste - Click this to paste previously cut or copied item(s) onto the current screen in the same event or a different event. Items will be pasted at the same location from which they were cut or copied. You can also paste a previously copied screen into the same event or a different event, at which point you will be asked to name the pasted screen before it is added to the screen list.

Add items - Click this to show or hide the Add items toolbox. See **Adding items**.

Properties - Click this to show or hide the Properties toolbox. See **Properties**.

Formatter - Click this to show or hide the Item formatter toolbox. See **Formatting items**.

Question



Question and answer advancer – Click this up/down control to cycle through the questions defined in the Event Designer Questions table (see earlier). This allows you to view and edit all the question screens and answer screens that will appear during the event. This control will only be shown on the toolbox when you have included questions within your event and you are viewing either the Question or Answer screen in the Screen Editor. For more information see the section on **Designing Question Screens** (later).

Video - This option lets you view and edit the layout of a video answer screen.

Text - This option lets you view and edit the layout of a text answer screen.

Screen order buttons - Click these buttons to change the position of any user defined screen in the list. See **Adding Items: Screen** (later).

Exit – Click this to exit the Screen Editor and return to the Event Designer.

Moving and Sizing Screen Items

Any screen item (such as a text label) can be moved by clicking and dragging the item to a new location on the screen.

To size an item, first click on the item to select it. This will then display the pickup sizing boxes and the rotate circle around the item. You can:

- Click and drag any size box to change the size of the item relative to its top left corner.
- Hold down the keyboard Shift (or Ctrl) key, then click and drag any size box to change the size of the item relative to its centre point.
- Click and drag the rotate circle to rotate the item about its centre point.

When you size a text label item, the text contents will word wrap within the width of the label, therefore you may need to alter the height of the label in order to see all the word wrapped text.

You can select more than one screen item by pressing and holding down the keyboard Shift (or Ctrl) key, then clicking the mouse on each screen item in turn to add it to the selection. While doing this you can de-select a selected item by clicking on it again. Once you have a selection of items you can then release the keyboard key. Now you can drag any selected item to move all items together, sizing or rotating an item will size and rotate all selected items. You can also change the properties of all the selected items using the Properties toolbox (see later).

You can also select more than one screen item by dragging a marquee rectangle around those items you wish to select. You can start the marquee rectangle by clicking the mouse anywhere on the screen background and then dragging out a rectangle so that it partially intersects with the items you wish to select.

You can also use the keyboard arrow keys to move the selected item(s) up, down, left and right in 1 pixel increments, or 10 pixel increments if you hold the Ctrl key down while pressing the arrow keys.

To remove the selection, simply click the mouse anywhere on the screen background.

Adding Items To Screens

Click on the **Add items** checkbox on the Screen Editor toolbox to show the **Add items toolbox**. This toolbox provides a button for adding new blank screens to the event and also provides a list of buttons for adding various new items to the current screen. There are limits on how many of each item type you may add onto each screen. When the limit is reached for a particular item, the corresponding Add item button will be disabled.

Screen

Click this to add a new blank screen to your event. You will be asked to provide a name for the new screen which must be different from all other names shown in the screen list. Your new screen can then have items (videos, text, web page, etc) added to it and designed to suit your requirements.

You can then use the Up/Down arrow buttons on the Main Toolbox to move your screen up or down the screen list. By default a newly added screen will be placed at the top of the screen list and if you don't move it then this screen will be the first screen to appear each time you play the event. But changing the position in the list will dictate when it is shown during the event. For example, moving the screen down the list so that it is placed before the Thankyou screen will cause the screen to be displayed before the Thankyou screen when you play the event. You can also make your screens conditional...

Conditional Screens

The Screen List contains a separator line as follows: _____

Screens that appear in the list above this line form part of the normal event flow, for example: Start → Get ready → Record → Show → Thank you.

Screens that appear below this line will only be shown in special circumstances during the event. For example the Busy screen will only appear when a 'time consuming activity' is occurring such as when transferring video files from a DSLR camera.

Random Screens

As mentioned earlier you can add your own new screens into the event and position them within the normal event flow above the separator line. But you can also move them below the separator line where they can be treated as randomly shown screens. We will explain this by way of an example.

Let's assume we have a very simple event that allows each user to record a video. The event screen list looks like this:

Start
Get ready
Countdown
Record video
Thank you

Busy
Error
Finished

Let's say we now wish to show an advertising screen after the Start screen, so we create a new screen containing our advertisement, we name it 'Advert' and position it in the list as follows:

Start
Advert
Get ready
Countdown
Record video

Thank you

Busy
Error
Finished

Now each time the system is used, the Advert screen will be shown after the Start screen.

Let's now assume we want to show one of three adverts at random after the Start screen. Create two more screens and name them Advert#2 and Advert#3 and move them anywhere below the separator line as follows:

Start
Advert
Get ready
Countdown
Record video
Thank you

Advert#2
Advert#3
Busy
Error
Finished

Now each time the event starts playing, RightBooth will randomly select one of the Advert screens and show it after the Start screen. This all works because the three screens start with the same name (Advert) and the two additional Advert screens also have the '#' character included immediately after their name, and the screens are placed below separator line.

You can use this naming feature in more than one place. Here we show a random advert after the Start screen, then another random advert before the Thank you screen:

Start
Advert
Get ready
Countdown
Record video
Advert
Thank you

Advert#2
Advert#3
Busy
Error
Finished

And finally here is another example where we use two sets of random screens, one set for the random advert and one set to show a random message after the user has recorded their video:

Start
Advert
Get ready
Countdown
Record video
Message
Thank you

Advert#2
Advert#3
Message#Hi
Message#18
Message#Boo
Busy

Error
Finished

Points to note:

- 1) You can only create random screens from your own newly added screens.
- 2) When naming your random screens you can use any character(s) after the '#' character (as shown in the last example above).

Button

You can add buttons to screens when you want to include various click actions that are not normally available by default. See Click action. You can add up to 50 buttons per screen.

Clock

A clock item will display the current time. You can add 1 clock item per screen.

Countdown

A countdown item is used for displaying a numeric countdown to your users. This item is automatically added to the Countdown and Record Video screens, but you can add this item to other screens. You can add 1 countdown item per screen.

Drawing Pad

A drawing pad item allows you to provide an area upon which your users can write and draw, for example to sign their name. This can be used in combination with the Drawing Tools to provide different drawing colours and widths. The contents of the Drawing Pad will then be saved as an image into the event folder at the end of each event session and it will be automatically cleared for the start of the next event session. You can also include the Draw Pad item into your Photo Print Layout designs so that your user's drawings are included when photos are printed. You can add 1 drawing pad item per screen.

All your recorded drawing pad images will be automatically saved to your chosen storage folder in PNG format and given a filename comprising the date and time that they were made, for example the following drawing pad image was made on the 4th January 2017 at 12:54pm:

2017-1-4 12-54-49 drawing.png

Drawing Tools

A toolbox of drawing tools will be added to the current screen. If the webcam item is on the screen this toolbox allows you to draw over the live video window during the event. If the most recently taken photo is on the screen (such as on the Show photo screen) this toolbox allows you to draw on the photos taken during the event. The drawing tools can also be used with the Drawing Pad item (see later). You can add 1 drawing tool item per screen. See **The Drawing Tools** for more information.

Face props

A face prop item can be added to any screen to allow you to add props to faces in the live webcam feed when the event is playing or to add props to faces in captured photos. A face prop item is essentially an interactive image grid

that can contain any number of face prop images arranged in a row and column layout. When initially added to a screen, the face prop item will be empty of props, but you can then populate it by double clicking on the face prop item (on the event screen) and then choosing props from the RightBooth Media library. Then when the event is playing, you can touch or click on props to have them automatically appear on faces in the feed or photo. You can add 1 face prop item per screen.

Keyboard

The keyboard item is automatically added to various event screens each time you create a new event, such as the User Details screen. However, it is also possible to add a keyboard item to any/all other screens in your event. For example, the keyboard item may be useful on screens where you have chosen to include a Web Browser item and you are playing your event using a touchscreen. This will then allow the onscreen keyboard to be used for entering characters into any text input fields that appear on web pages within the browser or to enter characters into the web browser address text box.

If you do not want to show the keyboard item on certain screens you can remove it from your chosen screens using the Screen Editor. You can add 1 keyboard item per screen.

Image

An image item is used to display an image file, an animated gif, a recent photo, a recent drawing pad contribution or a recent photo print layout. Image files can come from anywhere on your computer or from the RightBooth Media Library. You can add up to 50 image items per screen.

Image sequence

An image sequence item is used to show an animated sequence of images or animated gifs from your computer. You can have up to 4 image sequence items per screen.

Label

A label item is used to show text instructions and user messages. You can have up to 50 label items per screen.

Label sequence

A label sequence item is used to show an animated sequence of text items. You can have up to 4 label sequence items per screen.

Video

A video item is used to play a video file. This can be a specific video file from your computer, from the Media Library, or a recent video file recorded by your event users. You can have up to 2 video items per screen. Note: Use these items sparingly as they are CPU hungry and try to avoid using them on the 'Record video' screen.

Video sequence

A video sequence item is used to show an animated sequence of video items. You can have up to 4 video sequence items per screen. Note: Use video sequence items sparingly as they are CPU hungry and try to avoid using one on the **Record video** screen.

Volume meter

A volume meter item can be added to the **Record video** screen to show users the current audio input volume level during each webcam video recording.

Webcam

A webcam item is used to show the current live feed from your chosen webcam. By default a webcam item will show the video feed from webcam number 1. However it is possible to change the webcam number so that you can view the webcam feed from webcam 2, 3 or 4. This requires you to have previously configured RightBooth for multiple webcam use, see Video Settings. You can have up to 4 webcam items per screen.

Web browser

A web browser item is used to show web page content on the current screen. You may include up to four browser items on each screen of your event, and they can be set to show a specific web page (eg www.google.com). To change this address, either double click on the web browser item (on the event screen) or by clicking the **Content** button on the Web browser property panel which is accessed from the Properties Toolbox in the Screen Editor (see later).

Each browser can be set to be passive (no user interaction allowed) or interactive so that users can click or touch on it to browse the web. In interactive mode it will also take typed input from a physical keyboard and/or the RightBooth on-screen keyboard. Refer to the section **Web Browser Properties** for more information.

RightBooth uses the Chromium Open Source web browser, from which Google Chrome is developed. For best results with the RightBooth browser we recommend you also install the following applications on your computer:

- Google Chrome: <https://www.google.com/chrome/>
- Pepper Flash: <https://get.adobe.com/flashplayer/otherversions> Choose the download option: PPAPI - for Opera and Chromium. This will allow fully interactive Flash powered websites and Flash files (.SWF files) to be displayed correctly within the RightBooth web browser.

Html Files

In addition to displaying Internet web pages, the Web Browser item can also be used to display local web pages which may contain local files that the Chrome Browser supports. For example you can use the Web Browser item to display a PDF document that is stored on your computer. This will require you to create a basic HTML wrapper file containing a simple embed reference to your local PDF document, as in this example:

```
<!DOCTYPE html>
<html>
<embed src="c:\pdf\document.pdf" width="800px" height="2100px" />
</body>
</html>
```

You can then save this HTML file locally on your computer and set it to be the Content for the RightBooth Web Browser item of one of your event screens which in turn would then cause the web browser to display the document.pdf file whenever the screen is shown during the event. To access local html files, double click on any web browser item and then click the '**Html file**' button on the Content panel.

SWF files

Once you have installed the Flash Player (see above), the RightBooth web browser will also be able to show local Flash files (.SWF). To access local files, double click on any web browser item and then click the '**SWF file**' button on the Content panel.

Interactive games

The RightBooth Media Library contains a number of links to online interactive games that are designed for mouse/touchscreen input and are suitable for showing in a RightBooth web browser item. To access these games, double click on any web browser item and then click the '**Games**' button on the Content panel. All games within the library are links to online resources and are provided as examples of what you can achieve using this approach.

Note: You must have a valid Internet connection to use the example games.

Browser sequence

A browser sequence item is used to show an animated sequence of Web browser items. You can have up to 4 browser sequence items per screen. Note: Use this item sparingly as they are CPU hungry and try to avoid using any on the 'Record video' screen.

Automatically Added Items

The following items are automatically added to various screens when they are required.

Textbox

Textbox items will appear on various screens for obtaining user names, email addresses, user messages and answers during the event.

Button

Button items are used for providing choices that can be made on various screens during the event, including: 'Record video', 'Cancel' and 'Next'. Each button item is accompanied by a label item that describes the action that the button will perform when selected by the user. Note: You can also add other buttons to screens that can perform various click actions.

Arrow

The arrow item is used to highlight screen choices when the User input mode is set to 'Single keyboard key' or 'USB button' (see Settings). The arrow item is a pair of arrow images that will point to each screen choice in turn, allowing users to press the single keyboard key or single USB button when the arrows point to the required choice.

Text grid and Image grid

Grid items are used to display a set of filenames or images from which the user can choose during the event. A text grid is used to display karaoke video filenames. An image grid is used to display Green Screen background choices, image overlay choices and photo filter choices.

The 'More' button

The **More** button will automatically appear on these screens if the total number of files added to a Text or Image grid item file list is greater than the grid's **Row x Column** count.

For example, on the **Choose karaoke** screen if you add 20 karaoke files to the karaoke file list and set the Rows to 5 and Columns to 2, when the 'Choose Karaoke' screen is shown, the grid will show the first 10 files in the list together with a More button. Clicking the More button will then show karaoke files 11-20, and clicking it again will show files 1-10 again.

Properties

Each screen and all its items can be designed and modified using the Properties Toolbox which can be shown by clicking the **Properties checkbox** on the **Screen Editor** toolbox. With the Properties Toolbox showing, you can then click on the screen background to show the properties for the screen, or click on any screen item(s) to show the properties for the chosen item(s).

Each item has a different set of properties that you can alter by clicking on various checkboxes, radio buttons and lists. Here we describe all available properties, and indicate which items they apply to.

Action Properties

Action properties can be applied to items that you manually add to screens in the Screen Editor and also to the actual screens themselves.

Click Action

When an item (or screen) has been given a click action, the action will be performed when the item (or screen) is clicked or touched during the event. You can choose to add any of the following '**Click**' actions to items:

Nothing – No action will occur. This is the default action for all manually added screen items.

Start – The system will return to showing the Start screen.

Next – The system will show the next screen in the event.

Back – The system will return to the screen that was showing prior to the current screen.

Skip – The system will move onto the next screen in the event allowing you to bypass any required input on the screen. For example, if you include this action on the User Details screen, then you can allow users to continue without requiring them to enter their details.

More – The system will show the next item content in a Grid item if there are not enough rows and columns in the grid to show all the item contents.

Previous – The system will show the previous item content in a Grid item if there are not enough rows and columns in the grid to show all the item contents.

OK – The event will continue onto the next event screen, as long as the current screen input conditions are met.

Cancel – The system will cancel the current screen and return to showing the Start screen.

Play Event – Let's you choose another event file to open and play.

Show Screen – Let's you choose to show another screen in the current event. Enter the name of the screen into the text box. You can also add the following optional parameters:

/reset (or **/r**) – This provides a way to reset the event when using the 'Show screen' action to move the event flow to any screen that is at (or near) the top of the event's screen list. When the event is reset, all previously selected props, overlays and greenscreen images are removed from the live camera feed, and the photo count number is reset back to 1.

Note that RightBooth will automatically reset an event after the event sequence has completed and when returning to the Start screen. However, if you are providing a Show screen action to allow users to return to

the start of the event before the normal event process completes, you can use this parameter to force the event to be reset.

/resetp – This will reset the current photo back to the state it was when shown on the **Show photo** screen. You may want to use this parameter if (after progressing beyond the ‘Show photo’ screen in the event flow) you have subsequently modified the current photo via a ‘Run Program’ action (e.g. by running a Photoshop droplet on the photo) and you now want to return the user to a screen that displays the original unmodified photo.

/rps – This causes RightBooth to remove any previously added image stamps from the current print layout. This might be useful when you are taking the user to a screen that allows them to add stamps to the print layout and you want to show them an unstamped layout.

/redo – This causes RightBooth to reset the current photo capture number to 1 if the event is currently involved in the photo capture process, which then allows all photos to be retaken. RightBooth will automatically reset the photo capture number back to 1 at the end of the event sequence, allowing the next user to capture a new set of photos. However if you want to allow a user to retake all their photos part way through the capture sequence then you can add this parameter to a Show screen action and take the user back to the start of the photo capture process, such as to the Get ready screen or the Countdown screen.

/redo1 – This causes RightBooth to reduce the current photo capture number by one if the event is currently involved in a photo capture process and therefore allows you to create your own redo buttons for the currently captured photo. This parameter should only be used when creating a ‘Show screen’ action which will move the event flow from a screen that appears after the ‘Take photo’ screen to a screen that appears before the ‘Take photo’ screen, ensuring that RightBooth maintains the correct current photo count number.

Examples of Show screen parameters:

Start /reset Takes the event back to the Start screen and resets the event session

Countdown /redo Takes the event back to the Countdown screen and resets the photo capture number to 1, allowing the user to retake all their photos.

Language – This will cause all event text to be displayed in another language. When this action is selected, you will also be able to specify the language from a drop down list.

Minimize – This will cause the event window to be minimized to the Windows Taskbar while it is playing.

Stop – This will stop the event from playing and will return you to the RightBooth main window.

Reprint photos – This action will provide immediate access to the Event Tasks Print Photos panel to allow users to reprint photo layouts directly from a playing event.

Set relay channels – Sets the channels of a connected USB relay board to specified values. The values can be entered into the second text box that appears when you choose this action. See the section: **Controlling Peripheral Equipment With A USB Relay Board**.

Run Program Actions

Run program – Issues a command to Windows to run the specified program, script or batch file. Type the command into the second text box that appears when you choose this action. For example, the following command will run the program: ‘myapp.exe’ which resides in the folder ‘c:\test’

c:\test\myapp.exe

Run program maximised – As 'Run program', but runs the program in maximised mode.

Run program hidden – As 'Run program', but runs the program without showing it.

Specifying command line parameters

If you wish to provide command line parameters as part of the Run program actions, you must enclose the command in double quotes and then add the command parameters after the second quote. For example, to pass the command line parameter '01' to myapp.exe, type the following action:

"c:\test\myapp.exe" 01

Also, if there are one or more space characters in the path or the app name then you must also enclose the command in double quotes. In this example the app is located in the folder: **Program files (x86)\Example** which contains a space character, so you must enclose it in quotes:

"c:\program files (x86)\example\myapp.exe"

RightBooth Parameters

The following parameters can be included in the command line parameters of any Run program action (above).

rb:photo – Adding this parameter will cause RightBooth to replace this parameter with the path and filename of the most recently taken photo. So this allows you to pass the current photo as a command line parameter to the specified program.

rb:wait – Adding this parameter will cause RightBooth to wait until the running program has stopped and has been closed. Please note that using this parameter this will cause RightBooth to become unresponsive while the launched program continues to run, so please use with caution.

rb:next – Adding this parameter will cause RightBooth to advance to the next event screen at the same time as running the specified program. If this parameter is used in combination with the rb:wait parameter then RightBooth will only advance to the next screen after the running program has stopped.

Examples:

"c:\test\myapp.exe" rb:wait – Run the application myapp.exe and wait until it is finished before users can interact with RightBooth again.

"c:\test\myapp.exe" rb:next – Run the application myapp.exe and allow RightBooth to immediately progress to the next screen for user interaction.

"c:\test\myapp.exe" rb:wait rb:next – Run the application myapp.exe and wait until it is finished before users can interact with the next event screen in RightBooth.

Note that RightBooth parameters will not be passed onto the running application so they can be freely defined and used in combination with any application specific parameters. Example:

"c:\test\myapp.exe" 01 rb:next – Myapp will receive the parameter '01'. RightBooth will receive the parameter 'rb:next'.

Print Actions

Print more copies – This action will allow the user to increase the number of photo print copies by 1 each time the action is selected. If the event screen has a label item(s) that contains the text variable {CURRENT PRINT COPIES} the label will automatically show the new print copy value. See section **Text variables** for more details.

Print less copies – This action will allow the user to decrease the number of photo print copies by 1 each time the action is selected. If the event screen has a label item(s) that contains the text variable {CURRENT PRINT COPIES} the label will automatically show the new print copy value. See section **Text variables** for more details.

Key press – This action will send a keystroke into the Windows keyboard input buffer. When you select this action, you will then be able to choose a key from a list of key identifiers.

You will find this useful if you want RightBooth to generate a particular keystroke when the user clicks or touches an item on the screen. This feature will also allow you to cause other applications to respond if they have installed a hotkey feature. For example, the Bandicam Screen Recorder app normally can be set to start and stop recording by pressing the F12 key. So you could make this happen during a RightBooth event by assigning the **Key press** action to a screen item such as a button, and then choosing the key: **F12** from the key list.

Snap Camera actions

Snap Camera On – This action will turn the current Snap Camera lens on so that it is shown in the RightBooth webcam item.

Snap Camera Off – This action will turn the current Snap Camera lens off so that no Snap Camera lenses are showing in the RightBooth webcam item.

Snap Camera On/Off – This action will toggle the current Snap Camera lens on and off from the RightBooth webcam item.

Snap Camera +1 – This action will show the next favourite lens effect (from the set of lenses you have defined in Snap Camera) within the RightBooth webcam item.

Snap Camera -1 – This action will show the previous favourite lens effect (from the set of lenses you have defined in Snap Camera) within the RightBooth webcam item.

IMPORTANT: In order to guarantee that RightBooth Snap Camera actions can correctly turn lenses on and off, you must make sure that Snap Camera is not showing any lenses prior to starting your RightBooth event playing.

For more details, refer to the section: **Using Snap Camera in RightBooth**.

Windows Virtual Desktop Actions

Next desktop – This action will issue the following keystroke combination to Windows: **Ctrl – Win Key – Right Arrow**. This will cause Windows to switch to the next virtual desktop if there is one.

Previous desktop – This action will issue the following keystroke combination to Windows: **Ctrl – Win Key – Left Arrow**. This will cause Windows to switch to the previous virtual desktop if there is one.

Switching to another virtual desktop can be useful when you want to allow your event users to access an application that you are running on the other desktop. But in doing this, the playing event will be hidden after the action occurs, therefore if you want to provide a means for users to return to the playing event desktop, you can additionally run the DesktopSwitch app (installed along with RightBooth), on the other virtual desktop:

C:\Program Files (x86)\RightBooth7\DesktopSwitch.exe

When running, the DesktopSwitch app will remain showing on top of all other applications on the desktop and it will display an arrow which when clicked (or touched) will switch the system back to the desktop containing the currently playing RightBooth event. Right clicking on the DesktopSwitch app will provide the following options:

Next/Previous desktop mode – Allows you to toggle the desktop switching mode that will be issued when the user touches the arrow.

Show/Hide caption bar – Allows you to toggle the visibility state of the DesktopSwitch caption bar. This can be useful to allow you to move and size the DesktopSwitch app into a suitable position on the desktop and then to hide the caption bar to prevent users from moving or closing the app.

Show action

In addition to a 'Click' action, each event screen can be given a secondary 'Show' action. This action will occur each time the screen is shown during the event. Screen show actions can be any one of the following actions:

Set relay channels, Run actions, Key press, Snap Camera actions

Animate properties

Unless otherwise stated, animate properties apply to all items, including screen transitions.

Animate type - Select the type of animation required on the item. With screen items, sequence items and countdown items there are nearly 40 animation types to choose from, which allow you to create animated transitions between the content (or the screens). For all other item types, you can apply Blink and Fade animations.

In - Alter the 'incoming size' of the content. Certain animations make use of the In property to alter the size of the incoming content during the animation, For example with the Shrink/Grow animation, this property will let you choose how small to start the incoming content. The values can range from 0 to 1. 0 = smallest, 1 = largest.

Out - Alter the 'outgoing size' of the content. Certain animations make use of the Out property to alter the size of the outgoing content during the animation, For example with the Shrink/Grow animation, this property will let you choose how small to make the outgoing content. The values can range from 0 to 1. 0 = smallest, 1 = largest.

Speed - Alter the speed of the animation. Value in seconds.

Pause - Alter the pause time between successive animations. Value in seconds. Does not apply to Screen transitions.

Fade in - Alter the 'incoming opacity' value of the content. When ticked, the incoming content will fade in from invisible to fully visible over the course of the animation.

Fade out - Alter the 'outgoing opacity' value of the content. When ticked, the outgoing content will fade out from visible to fully invisible over the course of the animation.

Repeat – This option only appears if you are looking at the properties of an SWF animation hosted within a web browser item. Tick this option to allow your chosen SWF file to play repeatedly, un-tick to play the SWF file once only.

Appearance properties

Flip X - Flip (or mirror) the item in the horizontal direction.

Applies to all objects. With the screen, this property applies to the screen image and video background.

Flip Y - Flip (or invert) the item in the vertical direction.

Applies to all items. With the screen, this property applies to the screen image and video background.

Opacity - Alter the opacity amount of the item, in other words, how much you can see through the item. The value ranges from 0 (invisible) to 1 (fully visible).

Applies to all items. With the screen, this property applies to the screen image and video background.

Fade - Adds a fade effect to the item. Certain fade effects will also allow you to apply a fade value to the effect. The fade value can range from 0 (minimum fade) to 100 (maximum fade).

Applies to all items. With the screen, this property applies to the screen image and video background.

Filter - Add an image filter to an image item and/or the screen background image. The following filters are available for selection:

- Original – The image has no filter applied to it
- Grayscale – The image is converted to shades of gray
- Red – The red channel is shown, blue and green channels are removed
- Green – The green channel is shown, red and blue channels are removed
- Blue – The blue channel is shown, red and green channels are removed
- Sepia – The image is converted to shades of brown sepia
- Negative – The image is shown with a photo negative effect
- RGB swap 1 – Red, green and blue channels are swapped
- RGB swap 2 – Red, green and blue channels are swapped
- RB swap – Red and blue channels are swapped
- BG swap – Blue and green channels are swapped
- RG swap – Red and green channels are swapped
- Thin etching – Photo edges are shown white on black with thin lines
- Thick etching – Photo edges are shown white on black with thick lines
- Pencil black – Photo shown in a hand drawn black pencil on white
- Pencil colour – Photo shown in hand drawn coloured pencils on white
- Emboss – The photo is shown with a gray embossed effect
- Oil paint – The photo is made to appear as if it is oil painted
- Cartoon – The photo is made to appear as a simple coloured cartoon

Note that some of the image filters can be very time consuming to apply (especially Oil paint and Cartoon) and therefore they may affect the performance of the event. If a filter takes longer than 2 seconds to apply to an image, RightBooth will warn you of the delay. Filter delays can be minimised by reducing the size of the image file you chose to include in your event or choosing a filter that is not time consuming.

Applies to Screen, Image.

Note that the filters can also be applied to each photo after they are captured during the event. To do this you should include the Photo Filters screen, see **Event Designer – Event Structure – Photo Filters**.

Show with photo – Enter one or more numbers into the text box, separated by commas or space characters. When the event is playing and each photo is being taken, if this property contains the current photo number, then the associated item will be shown, otherwise it will be hidden.

For example, if your event is designed to capture 3 photos, setting this property to **1** will cause the associated item to be shown when RightBooth takes the first photo and hidden when it takes photos 2 and 3. Setting the property to **2,3** will cause the item to be hidden for the first photo but shown for the second and third.

Note: Leave this property empty (the default value) to allow the associated item to be shown when taking all photos.

Applies to All screen items and to User defined screens.

Audio properties

Audio properties apply to Screen items only.

Audio - Turn the screen audio on or off.

Test - Play the chosen audio file.

File - Show the audio folder in the Media Library, where you can select an audio file to play each time the screen is displayed.

Volume - Alter the volume of the screen's audio track. Value range 0 to 1. 0 = no audio. 1 = full volume.

Speed - Alter the playing speed of the audio. Value range .01 to 30. Example 0.5 = half speed, 1 = normal speed, 2 = twice normal speed.

Repeat - Tick to cause the audio to repeat playing on a loop.

Delay - Enter the number of seconds delay you would like before audio repeat plays.

Background properties

These properties let you add a background style to your items and alter the background style of the screen.

Background - Turn the item's background on or off. Not available for Screen as the background is permanently on.

The following background types are available for selection:

One colour - Apply a single colour background to the item, defined by Colour1.

Gradient - Apply a gradient colour background to the item, defined by Colour1 and Colour2.

Image - Add an image as the item background.

Video - Add a video in the background. Applies to Screen only.

Colour1 - Pick the single colour for the **One colour** background.

Colour2 - Pick the second colour for the **Gradient** background.

Gradient Type - When the background is type: Gradient, this list lets you choose the type of gradient to apply to the background.

Fit - Choose the way that the chosen background image will fit into the item's (or Screen's) background area. The fit options also apply to background video. Available options:

Original size – The chosen image will be centralised on the screen without any scaling applied. If the image is smaller than the screen, then the uncovered area will be filled with the current background Colour1.

Size to fit - The chosen image will be scaled proportionally until either it's width or height matches the item's background width or height. This may cause some of the item's background Colour1 to remain showing.

Size to fill - The chosen image will be scaled proportionally until it completely fills the items background area. This may cause some of the image to be clipped and not shown.

Stretch to fill – The chosen image will be stretched to completely fill the screen. No background colour will be visible.

Tile – The chosen image will be tiled to completely fill the screen. No background colour will be visible.

Angle + - Rotate the background image or video in 90 degree increments.

Border properties

Border properties apply to all items except Screen items.

Border - Turn the item's border on or off.

Thickness - Enter the thickness of the border. Values are in pixels.

The following border types are available for selection:

One colour - Apply a single colour border to the item, defined by Colour1.

Gradient - Apply a gradient colour border to the item, defined by Colour1 and Colour2.

Image - Add an image as the item border.

Colour1 - Pick the single colour for the **One colour** border.

Colour2 - Pick the second colour for the **Gradient** border.

Gradient Type - When the border is type: **Gradient**, this list lets you choose the type of gradient to apply to the border.

Clip - Turn the item's border clipping on or off. When on (default), parts of content that does not fit inside the item's border will not be shown. When off, any clipped parts of content that extend outside the item's border will be visible. To fully understand this property, open the Countdown screen, select the Countdown item and experiment turning it's Clip property on and off.

Text justify - Click these 9 options to choose how text content is justified within a text label. By default, text is placed centrally within the label item, but these options let you also place it at the top left, top middle, top right, left, right, bottom left, bottom middle and bottom right.

Corners - Alter the radius of the corners of the item's border. This property also applies to the item Clip, therefore it is possible to give any item rounded corners. Values are in pixels. A value of 0 gives straight corners.

Margin - Alter the distance between an item's content and it's border. Values are in pixels.

Button properties

Button properties apply to Button items.

Image - Show the **Button** folder in the Media Library where you can choose a different button image for the item. If you select a button from the Media Library Buttons folder, your selected button will highlight or animate when the button is clicked or touched. If you select an image from elsewhere on your computer, you can make this image animate or highlight by providing a second image in the same folder as the chosen image. The second image must have the same filename as the second image with the addition of the letter 'd' on the end of the filename. For example, assume you choose the image c:\pictures\mybutton.png as your button image. If you also have another image named c:\pictures\mybuttond.png, this image will appear whenever you interact with the button.

Icon - Select the colour of the icon displayed on the button item. The icon only applies to button images selected from the Media Library Buttons folder.

Clock properties

Clock properties apply to Clock items.

24 hour - Turn the 24 hour clock format on or off.

Seconds - Turn the seconds display on or off.

AM/PM - Turn the AM/PM indicator on or off.

Countdown properties

Countdown properties apply to Countdown items.

Start value - Set the starting count number for the countdown item. Each countdown item can have its own countdown value, allowing you to specify a different countdown value for each video answer screen in your event. Note that if a screen contains more than one countdown item and the screen has been set to Timeout On Countdown, then the screen will timeout when any of the countdown items reaches zero.

Sound - Choose a sound that will play each time the countdown value changes. Note that if you select a voice sound, these will only play when the countdown value changes to 10 or less.

Volume - Alter the volume of the countdown sound. Value range 0 to 1. 0 = no audio. 1 = full volume.

Drawing Tool properties

Drawing Tools properties apply to the Drawing Tool Toolbox item.

Layout - Set this to specify how the drawing tools are arranged on screen. Options are:

- 16 x 1 - Displays 1 row of 16 tools
- 1 x 16 - Displays 1 column of 16 tools
- 8 x 2 - Displays 2 rows of 8 tools
- 2 x 8 - Displays 2 columns of 8 tools
- 4 x 4 - Displays 4 rows of 4 tools

Colour - Use this to set the colour of the on-screen drawing tool icons.

Pens – Tick this to include the pen tools on the Toolbox. Use the associated dropdown box to choose which pen will be initially selected when the toolbox is shown during the event.

Lines – Tick this to include the line width selectors on the Toolbox. Use the associated dropdown box to choose which line width will be initially selected when the toolbox is shown during the event.

Undo – Tick this to include the Undo tool on the Toolbox.

Bin – Tick this to include the Bin tool on the Toolbox.

Colours – Tick this to include the colour selectors on the Toolbox. Use the associated dropdown box to choose which colour will be initially selected when the toolbox is shown during the event.

GIF properties (animated)

GIF properties apply to image items and image sequence items that are displaying animated gifs.

Speed - Alter the playing speed of the animated gif. Value range .01 to 30. Example 0.5 = half speed, 1 = normal speed, 2 = twice normal speed.

Hide at end - Tick to hide the gif after it has finished playing. Un-tick this to leave the gif displaying the final frame after it has finished playing.

Repeat - Tick to cause the animated gif to repeat playing on a loop.

Delay - Enter the number of seconds delay you would like before the animated gif repeat plays. This can be used in combination with **Repeat** and **Hide at end** to cause the gif to play and then hide for a period of time before replaying.

Grid properties

All grid properties apply to Image grid items and Label grid items. Grids are included by default on the **Choose Green Screen, Choose Overlay, Choose Karaoke** and **Photo Filters** screens.

Rows - Enter the number of rows required when displaying grid content.

Cols - Enter the number of columns required when displaying grid content.

Gap - Enter the gap amount between grid content. Value in pixels

Frame image - Show the Borders and Frames folder in the Media Library, where you can select an image to use as the frame for each content item in the grid.

Frame - Turn the frame image on or off

Frame thickness - Alter the thickness of the frame. This can be used to ensure the selected frame image fits correctly around the grid content.

Stretch images - Stretch image content to fit the grid cell sizes.

Selector colour - Click on the colour rectangle to select the colour of the grid selector rectangle. Whenever you click on a grid content item the grid selector rectangle is placed around the selected content item to indicate selection.

Selector thickness - Alter the thickness of the grid selector rectangle.

Keyboard properties

Buttons – Tick this to show keyboard buttons behind all the keyboard text. Un-tick to show text only.

Round – Tick this to show round keyboard buttons or round keyboard outlines. Un-tick to show square buttons or outlines

Outline – Tick this to use the outline button style. Un-tick to use the solid button style.

Location and Size properties

Move backward - Click this button to move the selected item further back in the item display order. Each click on the button will move the item back by one position in the display order until it is finally displayed behind all other items on the screen.

Move forward - Click this button to move the selected item further forward in the item display order. Each click on the button will move the item forward by one position in the display order until it is finally displayed on top of all other items on the screen.

Please note that any item can be placed on top of any other item, so for example you can place text and images on video and webcam items.

Lock – Click this button to toggle the lock state of the currently selected item(s). When items are locked they can still be selected and have their properties changed, but they cannot be moved, sized or rotated, either by direct contact or by using the marquee pickup boxes.

X and Y - Alter the location of the item on the screen. X is the position of the left edge of the item from the left edge of the screen and Y is the position of the top edge of the item from the top edge of the screen, both measured in pixels. You can move items so that they are positioned partially or completely off the screen. Items that you place completely off the screen will not be visible when the screen is shown during the event.

Applies to all items except: **Screen, Arrow, Print Layout**

W and H - Alter the size of the item. W is the width of the item and H is the height of the item measured in pixels. You can resize items so that they are bigger than the screen, the smallest size for any item is 10 pixels in both width and height.

You can also use these values to alter the size of the currently selected event screen if you have need. Remember, regardless of their size, event screens will always be scaled to fit on the monitor during the event. Ideally your event screens should all be the same size as your monitor display size.

Applies to all items except: **Arrow, Keyboard**

Scale - Alter the scale of the item. By default all items are scaled at 1, but this can be increased or decreased. When you scale an item, every aspect of the item will be scaled, including text, image, border and shadow.

Applies to all items except Screen.

Angle - Alter the angle of the item. Value is degrees, increasing clockwise.

Applies to all items except Screen, Arrow.

Can Move Property

Applies to all items except Screen.

Tick this to allow the item to be moved (dragged) around the screen by the user during the event. Note that the item will be placed back at its originally designed screen position each time the event screen is shown.

Stamp Property

Applies to all items except Screen.

An item whose Stamp property is ticked will be automatically added (overlaid) onto a captured photo if:

- a) the item is positioned over a webcam item on any event screen prior to the photo being taken, or
- b) the item is positioned over the photo after it has been taken and is being displayed to the user.

When designing screens in the Screen Designer, if Stamp items are positioned over any webcam item on any screen that appears before the 'Take photo' screen, these items will be automatically added to every photo captured during the event.

When designing screens in the Screen Designer, if Stamp items are positioned over any 'photo placeholder' item on any screen that appears after the 'Take photo' screen, these items will be automatically added to every photo captured during the event.

Alternatively in the Screen Designer, Stamp items which also have their 'Can move' property ticked can be initially positioned away from the webcam item or 'photo placeholder' item. Then when the event is playing, users can optionally drag 'Add to photo' items over the webcam item (or the photo placeholder) item in order to decorate their photos.

This feature may also be used in combination with the Drawing Tools to allow users to 'ink sign' their photos and/or 'item stamp' their photos during the event.

Additionally when playing the event:

- the Drawing Pad item can accept stamped items that are dragged over it. And these items will then be included in the drawing pad image together with any drawing ink strokes made by users.
- The photo print layout can accept stamped items that are dragged over it on the 'Photo options' screen. These items will then be added to the photo print out image.
- Any image item (on any screen) that is displaying the photo print layout can accept stamped items that are dragged over it. These items will then be added to the photo print out image.

IMPORTANT: If you plan to add stamps to a photo, webcam, drawing pad or print layout item, the item **MUST** be un-rotated (i.e it must have an Angle of 0 degrees), otherwise the stamp items will not be added in the correct positions.

Shadow properties

Shadow properties apply to all items except Screen.

Shadow - Turn the item's shadow on or off.

Colour - Click the colour selector to pick a colour for the shadow.

Angle - Alter the angle of the shadow. Value is degrees, increasing clockwise.

Depth - Alter the depth of the shadow. This is the distance between the item and the shadow measure in pixels.

Blur - Alter the shadow's blur affect. A larger value creates a blurrier shadow.

Text properties

Text properties apply to Label, Label Sequence, Label Grid, Countdown. Text properties also apply to all keyboard keys for the on-screen keyboard item.

Bold - Turn the text bold property on or off.

Italic - Turn the text Italic property on or off

Size - Alter the text font size.

Font - Select a font name for the text.

Label and Countdown Colours

The following font colour types are available:

One colour - Tick the first radio button to apply a single colour to the text, defined by the Colour1 box.

Gradient - Tick the second radio button to apply a gradient colour to the text, defined by the Colour1 and Colour2 boxes.

Colour1 - Pick the single colour for the **One colour** text.

Colour2 - Pick the second colour for the **Gradient** text.

Gradient type - When the colour type (above) is set to **Gradient**, this list lets you choose the type of gradient to apply to the text.

Keyboard text colours

With the keyboard item, the Colour1 box defines the colour of the characters on all the keyboard keys, and the Colour2 box defines the background colour of all the keyboard keys.

Timeout properties

Timeout properties apply to Screen items. These properties allow you to define if and when a screen will time out after a period when there has been no user interaction with the event. Here you can also add various optional navigation buttons to the screen.

Timeout type - Set the screen timeout type to one of the following:

Never - The screen will never time out. During the event, when a screen is showing it will never time out, the user must have some means of progressing past the screen. For example, if you set the 'Terms and Conditions' screen to never time out, it will be displayed permanently unless a user selects the OK or Cancel button.

On display time - The screen will be displayed for the number of seconds entered into the 🕒 text box.

On screen video - The screen will time out after a screen background video has finished playing. If the screen does not have a video background, the screen will never time out.

On screen audio - The screen will time out after the screen audio has finished played. If there are no audio items on the screen, the screen will never time out.

On video item - The screen will time out after a video item has finished playing. If there are no video items on the screen, the screen will never time out. If there is more than one video item on the screen, the screen will time out after the first video item has finished playing. Note: This also applies to the first video in a Video Sequence item.

On countdown - The screen will time out after a countdown item has finished playing. If there are no countdown items on the screen, the screen will never time out. If there are more than one countdown items on the screen, the screen will time out after the first countdown item has finished playing.

On GIF animation - The screen will time out after an animated GIF image has finished displaying all frames in GIF file. If there are no animated GIF images on the screen, the screen will never time out. If there is more than one animated GIF image on the screen, the screen will time out after the first animated GIF has completed. Note: This also applies to the first animated GIF in an Image Sequence item (if any are included within the sequence).

 - The amount of time the screen will be displayed during the event, when the Timeout type is set to **On display time**

 - This text box shows what will happen if the screen times out. See next section.

Cancel - Include a Cancel button on the screen. During the event, selecting a Cancel button will cause the system to go to the event specified in '**On cancel**' section of the **Event Flow** (see Event Designer). If you have chosen to include the Cancel Confirmation screen, clicking the Cancel button will show the Cancel Confirmation screen.

Back - Include a Back button on the screen. During the event, selecting a Back button will return the user to the screen they were on prior to the current screen. RightBooth will remember the screen navigation history, so clicking on successive Back buttons will take the user back through their previous screens.

Next - Include a Next button on the screen. During the event, selecting a Next button will take the user to the next logical screen in the event. Points to note:

- If you include the Next button on a screen that has a Next action (such as the Start screen), this will prevent the user from selecting the screen itself in order to continue, i.e. they must select the Next button to continue.
- If you include the Next button on a multi choice question screen, this will prevent the system from automatically accepting the users answer and continuing. In other words the users answer will be highlighted but the user will then have to select the Next button to continue.
- Including the Next button on a multi choice question screen allows the user to change their answer if required, before selecting the Next button to continue.
- **OK** - An OK button can optionally be included on various screens, including the Choose overlay, Choose greenscreen and Choose karaoke screens. This is made available via an 'OK' option on the Screen properties Toolbox. If the OK button is included on a screen, when the event is playing, users must select an item from the grid then click the OK button to continue onto the next screen in the event. If the OK button is not included on a screen, users simply select a grid item to continue to the next screen in the event.

Please note that the Cancel, Back, Next and OK buttons are only available for inclusion on certain screens.

What happens after a screen times out

RightBooth events comprise a number of pre-defined event screens. If any of the following pre-defined screens time out, RightBooth will progress on to showing the next logical screen in the event:

Get ready, Countdown, Take photo, Show video, Show photo, Show answer, Show message, Show karaoke, Emailing, Printing, Error, and all user defined screens.

For example when the 'Get ready' screen times out, RightBooth will show the 'Countdown' screen.

If any screen other than those mentioned above times out, RightBooth will load and play the event that has been defined as the Timeout event within the Event Flow section of the Event Designer (see section: Event flow). By default the Timeout event flow property is set to 'This event', which means that RightBooth will replay the current event from the beginning. So for example, if a user leaves the system part way through entering their name on the User details screen, when the User details screen times out, RightBooth will return to showing the Start screen again.

Altering the Timeout screen on User Defined screens

By default each user defined screen that is added to the event will be set to timeout to the '**Next screen**' in the event, this being the screen that is next in the screen list. You can alter this behaviour by clicking in the ⇨ text box and entering the name of the event screen you would like to show after a user defined screen times out.

Note 1: If you leave the ⇨ text box empty, the user defined screen timeout value will be 'Next screen'.

Note 2: You can enter the reserved parameter: **/flow** into the ⇨ text box to force the user defined screen to time out to whatever event is defined as the Timeout event within the Event Flow section of the Event Designer (see section: Event flow).

Default Timeout Values

Each time you create a new event, the event screens will be given various default timeout values which you are then free to alter to suit your requirements.

Examples include:

- Start screen: 60 seconds
- Get ready screen: 2 seconds
- Take photo screen: 2 seconds for standard events, 3 seconds for mirror booth events
- Thank you screen: 4 seconds

Screen Transitions

When you add an animation to a screen, to a sequence item or to a countdown item, the animation will act as a transition between screens, between sequence content and between countdown numbers respectively. Screen transitions will occur whenever you leave the current screen and change to another screen. After you have chosen a screen animation, you can test it by simply clicking on a different screen in the screen list and watch the transition occur. Note that each screen can have a different animation and hence a different transition.

If you prefer not to see screen transitions when designing your screens, un-tick the **Transitions** check box on the Screen Editor toolbox. This setting will not affect your chosen animation settings, and your transitions will continue to occur when you play the event.

Video properties

All video properties apply to Screen video backgrounds and video items.

Speed - Alter the playing speed of the video. Value range .01 to 30. Example 0.5 = half speed, 1 = normal speed, 2 = twice normal speed.

Vol - Alter the volume of the video's audio track. Value range 0 to 1. 0 = no audio. 1 = full volume.

Hide at end - Tick to hide the video after it has finished playing. Un-tick this to leave the video displaying the final frame after it has finished playing.

Repeat - Tick to cause the video to repeat playing on a loop.

Delay - Enter the number of seconds delay you would like before the video repeat plays. This can be used in combination with **Repeat** and **Hide at end** to cause a video to play and then hide for a period of time before replaying.

Green remover – Tick this option to cause all green pixels to be removed from the video frames, on the fly. This will cause the video to have an alpha channel which may be useful when designing screens and also for image composition purposes within photos when the video is set to be a Stamp item (see Stamp property).

Green remover properties - Click the green square to access the Green Remover toolbox.

Green Remover Toolbox

Green threshold – Adjust this to get the best match for the specific shade of green in the video.

Edge blend – Tick this to further enhance the green removal around cut out edges in the video.

Frame rate – Adjust this to alter the amount of CPU processing required for the green removal. Lower frame rates will reduce the CPU requirement. Valid range: 1 – 30.

Web Browser properties

Web Browser properties apply to Web Browser items.

Browse – This allows you to set the extent of the permitted browsing within the browser item to one of the following:

Web – You are allowed to browse anywhere on the web

Web site – You are allowed to browse anywhere on the web site defined in the web browser content property.

Web page – You allowed to browse anywhere on the web page defined in the web browser content property.

Allowed and Blocked Web site URLs

If you wish to further control which sites can be generally browsed you can create two text files containing a list of urls, formatted one url per line.

Urlblock.txt – This file should contain all urls that you do not want users to visit.

UrlAllow.txt – This file should contain all urls that you are allowing users to visit.

These files should be saved in the current users local application data folder for RightBooth 7.

For example:

C:\Users\Nigel\AppData\Local\RightBooth7

The contents of these files are examined each time you try to navigate to another location, either by clicking on browser links or by entering a url into the navigation bar. RightBooth will use a 2 step process to decide if each requested url can be allowed:

- 1) it first compares your requested url with any urls contained in the urlblock.txt file. If the file does not exist, RightBooth will proceed to step 2. If the file exists and a match is found, the navigation will be prevented, otherwise it will process to step 2.
- 2) If your requested url is not blocked by step 1 it will then be compared with all urls in the urlallow.txt file. If the file does not exist the requested url will be allowed. If the file does exist, the requested url will only be allowed if a match is found in the urlallow file.

Buttons – Tick this to show Forward and Backward navigation buttons at the top of the browser item. This will allow users to navigate through the browsing history.

Address bar – Tick this to show the Address bar at the top of the browser item. This can be used for entering web site urls with the physical keyboard or on-screen keyboard. Pressing the Enter key will cause the browser to navigate to the entered url.

User input – Tick this to allow the web browser item to accept user input from the mouse and keyboard. When not ticked the web browser will show the defined web page passively in view mode only.

Scrollbars – Tick this to allow scroll bars to appear if the web page content extends past the right and bottom edges of the web browser item window. If un-ticked, scroll bars will not be shown.

Webcam properties

Webcam properties apply to Webcam items.

Webcam – Enter a webcam number to show the live feed from the associated webcam. Valid range: 1 to 4. See Video Settings for more details on how to configure more than 1 webcam in your events.

Altering Item Content

Most screen items contain content. For example label items contain text, image items contain image files and a video sequence item contains a list of video files to display one after another. You can alter the content of items while in the Screen Editor. This section explains how to edit the content of each item.

Editing label text

Label items will display text instructions appropriate for the current screen. There are two kinds of label items, fixed items and user defined items. Fixed label items are those that are automatically added onto screens by the RightBooth software. These labels are required for explaining the screen's features and therefore some of these cannot be removed from the screen. They can however be hidden by moving them off the visible screen area in the Screen Editor. User defined labels are those you manually add to the screen using the Add item toolbox and these can be removed, copied and pasted as required.

How Fixed Label Items Get Their Text Content

Fixed label items take their text content from pre-defined entries in the Event Instructions table (see Event Designer). Each fixed label item has an internal link to a specific row in the Event Instructions table. The software first looks to the associated row in the Event Instructions table. If you have provided replacement text in the associated second column row of this table, the fixed label item will use this entry for its content. However, if this entry is empty, then the label item will use the text from the row entry in the first column, which itself is taken from the Default Event Instructions table in Settings (See RightBooth Settings). Using this two tier approach, most fixed labels in your events will take their text content from the Default Event Instructions table within Settings, but any changes you make to specific labels will be stored and taken from the Event Instructions Table within the Event Designer.

Directly Editing the Text Content of a Fixed Label Item

You can change the text wording of a fixed label item by double clicking on a text label to show the **Text Editor**.

The Text Editor will provide you with an explanation of the label context and will allow you to directly modify the text content of the label. This modified text content will only apply to the currently loaded event file and any modifications will be stored in the second column of the event's Instruction table within the Event Designer. These text changes will not be applied to the Default Event Instruction Text table in Settings and therefore they will not affect any of your other event files.

If you modify any label text content you should ensure that the re-worded content accurately represents the context shown in the Text Editor.

Because fixed labels take their content from the Event Instructions table, if you subsequently change the event language for the event, all fixed labels will be automatically translated and shown in your chosen language.

User Defined Text Labels

When you add a new label item to a screen, it will initially contain no text. Simply double click the item to enter text into the new label. User defined labels are not tied to the Event Instructions table in any way and they will not change if you decide to change the language of the event file.

Text labels can (and often do) contain text variables, in any combination. For more information, see the section **Using Text Variables** (later).

Changing Image item content

When you select an image item, a **Content** button is displayed on the Properties toolbox. Click this to take you to the Image Media Library where you can choose an image for the item content. You can also double click an image item to change its content.

With an image item you can also select the type of content it will display. The content type selector will appear at the top of the Image Properties toolbox. You can choose from the following types:

Image file - The image item will show the image file you choose from the Image Media Library (or from elsewhere on your computer).

Latest photo capture - The image item will show the most recently taken photo. This content will change each time a new photo is taken during the event.

Photo capture 1 - 10 - The image item will show the corresponding photo number x from the most recently taken photos. The content will change each time a new set of photos are taken during the event. As such, these image items act as photo placeholders during the event. They are automatically included on the Show Photo screen and Print Layout screen. If you change the number of photos in your event (See Event Designer → Event Type) then you should add or remove photo place holders on these screens accordingly. For more information see: The Print Layout Designer: **Adding and Removing Photos**

Print layout - The image item will show the photo print layout comprising the most recently taken photos. This layout will change each time a new set of photos are taken during the event.

Latest drawing pad – The image item will show the most recently created drawing pad contents. This can be useful when you want to include the drawing pad contents on a photo print layout.

Latest animated gif – The image item will show the most recently created animated gif file, containing the set of photos taken by the current user. See Event Designer → Make animated GIF.

Animated GIF

Image items provide support for using animated GIF files as their content and the Image Media Library contains a wide range of animated GIF's you can include within your events.

Changing Video item content

When you select a video item, a **Content** button is displayed on the Video Properties toolbox. Click this to take you to the Videos folder on your computer where you can choose a video for the item content. You can also double click a video item to change its content.

With a video item you can also select the type of content it will display. The content type selector will appear at the top of the Video Properties toolbox. You can choose from the following types:

Video file - The video content is a file you choose.

Video recording - The video content is the most recently recorded video. This content will change each time a new video is recorded during the event.

Screen recording - The video content is the most recently captured screen recording. This content will change each time a new screen recording is generated during the event.

Changing Web Browser item content

When you select a web browser item, a **Content** button is displayed on the Web Browser Properties toolbox. Click this to show the Text Editor where you can enter any valid web site url (e.g. www.rightbooth.com) or any local html file (e.g. c:\website\index.html). This will then cause the web browser item to display the specified web page each

time the screen is shown during the event. You can also double click a web browser item to access the Text Editor. This content lets you define the starting page for the browser, users can then interact with the browser to navigate to other web sites and pages (if allowed). See **Adding Items – Web Browser** for further information.

Changing Sequence item content

When you select an Image Sequence, Video Sequence, Label Sequence or Browser Sequence item, a **Content** button is displayed on the Sequence Properties toolbox. Click this to take you to the Sequence Files window where you can choose a list of files to include as content in the item. You can also double click a sequence item to access the Sequence Files window which lets you define the list of files that will appear in the sequence item.

Image sequence files

Show photos from:

file list - Select this to cause the image sequence item to display images from the list of image files you add to the file list.

event - Select this to cause the image sequence item to show photos captured by users during the event.

folder – Select this to cause the image sequence item to show image files that are located in your chosen Windows folder.

Video sequence files

Show video from:

file list - Select this to cause the video sequence item to play videos from the list of video files you add to the file list.

event - Select this to cause the video sequence item to play videos recorded by users during the event.

folder – Select this to cause the video sequence item to play video files that are located in your chosen Windows folder.

Label sequence files

Show text from:

file list - Select this to cause the label sequence item to show text taken from each file in the list of text files you add to the file list.

event - Select this to cause the label sequence item to show the text messages entered by users during the event.

text list - Select this to cause the label sequence item to show the sequence of text lines entered into the text box.

folder – Select this to cause the label sequence item to show text taken from text files that are located in your chosen Windows folder.

Browser sequence files

Show content from:

file list - Select this to cause the browser sequence item to show files from the list of local SWF, HTML and PDF files you add to the file list.

text list - Select this to cause the browser sequence item to show web pages from web page URLs you enter into the text box.

Sequence options

Random order - Tick this to cause sequence items to be shown in a random order. If this is un-ticked, files will be shown in the order that they are added to the file list (when choosing 'the file list') and event files will be shown in a sorted order (when choosing 'the event').

Reset start point – Tick this to cause the sequence to reset to showing the first item in the list each time the screen is shown.

Show 1 only – Tick this to only show 1 item from the list each time the screen is shown.

Note: If you tick: 'Show 1 only' and un-tick: 'Reset start point' then the first item in the list will be shown when the screen is first shown, the second item will be shown when the screen is next shown, then the third item when the screen is next shown, etc.

Add - Click to add files to the file list.

Remove - Click to remove selected files from the file list.

Up/Down arrows – Use these buttons to alter the position of any selected item in the list.

Changing Grid item content

When you select a Green Screen grid, an Image overlay grid or a Karaoke file grid, a **Content** button is displayed at the top of the Grid Properties toolbox. Click this to take you to the Files window where you can choose a list of files to include as content in the grid. You can also double click a grid item to access the Files window.

Grid Files

This window lets you define the list of files that will appear during the event OR that will be used by RightBooth for automatic file selection where appropriate.

The following options will be available for Overlays, Greenscreen and Karaoke grids:

Add - Click to add files to the file list.

Remove - Click to remove selected files from the file list.

The following options will be available for Overlays and Greenscreen grids, but will only apply when you select 'Yes' in the Overlay and Greenscreen options within the Event Designer. See sections: Event Designer → Event structure → Choose screenscreen, and Event Designer → Event structure → Choose overlay.

Random order - Tick this to cause items from the file list to be selected at random by RightBooth whenever an overlay image or greenscreen image is required during the event. If you untick this option, RightBooth will choose the next item sequentially from the list each time an image is required during the event.

Same for all photos – Tick this to cause the chosen overlay or greenscreen image to be used for all the photos taken in a photo capture event, so if the event is designed to take 3 photos, all 3 photos will use the same (automatically selected) overlay image or green screen image. If you untick this option then RightBooth will choose a different image for each photo taken, and depending upon the previous setting they image will either be selected at random or sequentially.

Formatting items

Click the Formatter checkbox to show the **Formatter toolbox**. This lets you format multiple items (and screens) by copying properties from one item (or screen) and then applying them to other items on the same screen or to other items on all screens.

Note that if you have enabled additional monitors, format changes made while working on a Monitor 1 screen will only be applied to Monitor 1 screens. Similarly, format changes made while working on a Monitor 2 screen will only be applied to Monitor 2 screens.

Screen formatting

Same screen sizes – Click this button to alter the width and height of all the screens in your event so that they match the width and height of the current screen you are working on. You will find this useful if you have changed the size of your monitor display and your event screens no longer fill the whole monitor due to a change in aspect ratio between the monitor and your event design. If this happens, simply alter the width and height properties of one of your event screens, then click this button to apply the same size to all the other screens in the event.

Add background to: 'all screens' - Click this to copy the current screen background properties and apply them to all screens.

Item formatting

We will explain item formatting by way of an example...

Assume you have altered the style of one button on one of the event screens by changing its button image, icon, size or shadow properties. You now want to make all buttons in the event have the same size and style. You can do this as follows:

- make sure the button you have altered is selected on the screen.
- on the Formatter toolbox, click the button: **same size on: 'all screens'**.
- now return to the screen where you altered the original button and select it again.
- on the Formatter toolbox, click the button for **same design on: 'all screens'**.

You will now find that all buttons on all screens will have the same size and design as your originally altered button.

when formatting, it is important to remember to first select one item, make changes to it, and then (while the item is selected) use the Formatter toolbox to apply its properties to all items of the same type (on the current screen or on all screens).

In all the following descriptions, only items that match the type of the selected item will be altered, for example if you have selected a webcam item, then only webcam items will be affected by the Formatter.

Same items have same size on: 'this screen' - Click this to cause same items on the current screen to be resized to match the size of the selected item.

Same items have same size on: 'all screens' - Click this to cause same items on all screens to be resized to match the size of the selected item.

Same items have same position on: 'this screen' - Click this to cause same items on the current screen to be placed at the same position and angle as the selected item.

Same items have same position on: all screens - Click this to cause same items on all screens to be placed at the same position and angle as the selected item.

Same items have same design on: 'this screen' - Click this to cause same items on the current screen to be given the same design properties as the selected item.

Same items have same design on: 'all screens' - Click this to cause same items on all screens to be given the same design properties as the selected item.

Same items have same font 'name' on: 'this screen' – Tick the **Name** checkbox, then click this button to cause same items on the current screen to be given the same font name as the selected item.

Same items have same font 'name' on: 'all screens' – Tick the **Name** checkbox, then click this button to cause same items on all screens to be given the same font name as the selected item.

Same items have same font 'size' on: 'this screen' – Tick the **Size** checkbox, then click this button to cause same items on the current screen to be given the same font size as the selected item.

Same items have same font 'size' on: 'all screens' – Tick the **Size** checkbox, then click this button to cause same items on all screens to be given the same font size as the selected item.

Same items have same font 'properties' on: 'this screen' – Tick the **Properties** checkbox, then click this button to cause same items on the current screen to be given the same font properties as the selected item (excluding font name and size).

Same items have same font 'properties' on: 'all screens' – Tick the **Properties** checkbox, then click this button to cause same items on all screens to be given the same font properties as the selected item (excluding font name and size).

Changing Shared Properties

It is possible to alter the shared properties of more than one item at the same time. Select more than one item on screen and notice the Property Toolbox is now showing **Shared Properties**, in other words it is showing all those properties that are common to the selected items.

If you now change any property, it will be applied to all selected items. For example, select all items on screen, then change the Flip X property to cause all items to be flipped.

Aligning Screen Items

You can align any or all items on a screen. First select at least one item on the screen, then right click on any selected item to show a popup menu containing the following options:

Centre on screen horizontally - Positions the item centrally across the screen.

Centre on screen vertically - Positions the item centrally down the screen.

Align Left - Aligns the left hand edge of all selected items.

Align Middle X - Centralises all selected items horizontally.

Align Right - Aligns the right hand edge of all selected items.

Align Top - Aligns the top edge of all selected items.

Align Middle Y - Centralises all selected items vertically.

Align Bottom - Aligns the bottom edge of all selected items.

Align Width - Makes all selected items the same width.

Align Height - Makes all selected items the same height.

Keyboard shortcuts

The following keyboard shortcuts are available during screen editing:

Ctrl-C – Copy the currently selected screen item(s).

Ctrl-X – Paste the previously copied screen item(s).

Del – Delete the currently selected screen item(s). Note that some screen items are required on various screens and therefore cannot be deleted.

Shift key + Left Mouse Click or

Alt key + Left Mouse Click or

Ctrl key + Left Mouse Click – Add (or remove) the selected screen item to (or from) the current selection.

F1 – Show the Help file.

F4 – Toggle the visibility state of the Properties Toolbox.

Alt F4 – Close the Screen editor.

Designing Question and Answer Screens

All questions in an event are accessible from the Question screen (in the Screen List on the Designer Toolbox) and each question can have its own screen design and layout. Similarly all answers in an event are accessible from the Answer screen (in the Screen List on the Designer Toolbox) and each answer can have its own screen design, layout and countdown values (for video answers).

If your event contains more than one question (see section 'Question' in the Event Designer), you will notice a question selector shown on the Screen Editor Toolbox:  which appears whenever you are editing the Question or the Answer screens. You can use this selector to navigate through your set of questions and answers, allowing you to access the design and layout of each one.

As described in the Event Designer Question section (see earlier), each question can be defined as one of the following types: a **Text** question, a **Video** question or **Both**. If the current question type is **Text**, the Question screen will show the question label item. If the current question type is **Video**, the Question screen will show the video player item. And if the current question type is **Both**, the question label item AND the video player item will be shown. If the Answer Type for the current question is **Ask**, the current question screen will also show Video and Text selection buttons, so the user can choose how to answer the question during the event. If the Answer Type for the current question is **Multi**, the current question screen will also show all the multi choice answer text and buttons to allow the user to make a selection during the event.

Your answers can be one of the following types: a **Text** answer, a **Video** answer, **Ask** , or **Multi**. If the current answer type is **Text**, the Answer screen will show the items required for entering a text answer. If the current answer type is **Video**, the Answer screen will show the items required for recording a video answer. If the current answer type is **Ask**, the Screen Editor Toolbox will provide further options for toggling the Answer screen layout between Text and Video, to allow you to design both. If the answer type for the current question is **Multi**, the answer screen will not be required for the current question (and will not be shown to the user during the event), this is because during the event the user will answer a Multi choice question using one of the multi choice buttons shown on the question screen.

Any changes you make to the question text or video files will also be shown in the Question table in the Event Designer (see earlier).

The Print Layout

Your event's print layout is available on the Print Layout screen in the Screen Editor, when you choose to include printing in the current event

The Print Layout screen will show you a layout that is set to the shape of your default printer paper, upon which will be placed a set of image items containing numbered photo placeholders that you can size and position on the screen.

The Designer allows you total flexibility in how you arrange your photos on the page and a significant amount of the Screen Editor capabilities also apply to your photo layout design. You can also add your own label and image items to further enhance your print layout. The Properties toolbox can be used to design your background, photo, image and label items, so we suggest you familiarise yourself with the Screen Editor, as it also applies to your Print Layout.

By default, the Print Layout screen is set to a maximum of 2000 x 2000 pixels. These values are used purely for allowing you to design the print layout, and do not affect the resolution of the actual printed page.

When working on the Print Layout screen, the Screen Editor Toolbox provides the following buttons:

Arrange - Click this to access the Print Layout Arranger (see below).

Load – Click this button to choose a Print Layout file from the RightBooth Media Library.

Save – Click this button to save your current print layout into the Rightbooth Media Library.

Test Print - Click this to print a test page of the current layout design.

The Print Layout Arranger

This provides a quick and easy way to arrange your photos on the printer page in a grid using the following options:

Rows - Alter the number rows in the grid.

Columns - Alter the number of columns in the grid.

Row order - Tick this to arrange the photos in the grid starting from the top left to the top right and working down the screen. Un-tick this option to arrange the photos in the grid starting from the top left to the bottom right, working across the screen.

Gap - Alter the gap between each photo. Value is in pixels

Margin - Alter the margin around photo image. Value is in pixels. Note that this margin applies to the photos as they are positioned on the layout and should not be confused with the printer paper margins. The best way to think about this is that your photo layout design will be treated as a single composite image when it is ultimately printed, so these margins are what appear on the composite image. Your printer margins can be set using the software supplied with your printer.

Large photo 1 - Select to add a large first photo at one of the positions: Left, Right, Top or Bottom of the grid. If you chose to have a large first photo, then photo no 1 will not form part of the grid layout, but will be placed alongside the grid, which will then contain photos 2 onward.

Duplicate layout - Select this to duplicate your chosen layout on the screen either horizontally or vertically. When selected, all photos in the layout will be duplicated on the screen, including the large first photo.

When you are happy with your layout, click the OK button to return to the Layout Designer, or click the Cancel button to cancel any layout changes.

Print Layout Properties

Click the Properties checkbox on the Screen Editor toolbox to show the Properties toolbox, then click on the print layout screen to show the Print layout properties.

Paper - Click this to choose a common paper size for designing your photo layout. This size should match the default paper size of your chosen printer, as indicated in **Settings - Photo and Print Settings**. If there isn't a common paper size that exactly matches your chosen printer default paper size, select **Custom** from this list, then alter the W and H properties (below) to match your chosen paper size.

W & H – These values must match the width and height of your default printer paper size as shown in RightBooth Settings → Photo and Print. If your printer's default paper size is not show in the Paper size list (above), you can enter the paper Width and Height in these text boxes. This will cause the Paper combo box to be set to Custom. Note that the W & H values must be in inches, so for example if your printer paper is 6.15 x 4.13 inches, enter 6.15 into W and 4.13 into H.

Rotate the paper – Tick this to allow you to design the print layout on a 90 degree rotated paper view. Note that this option rotates the paper on-screen but it does not rotate the content, so you may need to reposition photos and other items after you have rotated the paper.

If you change the paper size, this will alter the size of the layout accordingly and you will probably need to reposition photos and items on the new layout.

All the available Print layout **Appearance** and **Background** properties are described in the section: **Screen Editor**.

Adding and Removing Photos

When you create a new event, the Print Layout screen will automatically include the same number of image items as the Event Photo Count (see Event Designer → Event Type). If you examine the Content property of the image items on the Print Layout screen you will see they are set to 'Photo capture 1', 'Photo capture 2', etc, this allows them to act as photo placeholders and they will correctly show the most recently captured photos each time the event is used. If you later decide to alter the number of photos in your event, then you will also need to manually alter the photo placeholders on the Print Layout screen. This can be done in one of the following ways:

- 1) Use the Print Layout Arranger (see above).
- 2) Load a suitable print layout from the RightBooth Media Library.
- 3) Manually add (or remove) photo placeholders on the page. For example if you increase the number of event photos from 4 to 5, you can add a new image item to the Print Layout screen and then set its content to '**Photo capture 5**'. If you reduce the number of photos in your event you should also delete the redundant image items from the Print Layout screen.

Adding New Items to the Print Layout

Click the Add items checkbox on the Screen Editor toolbox to show the Add items toolbox. This lets you add new Image and Label items onto the print layout.

All the available Image and Label properties are described in the section: **Screen Editor**.

If you want to include the contents of the Draw Pad item into the print layout you can add an Image item and set its Content property to: **Latest drawing pad** (see earlier). This will allow the most recently created drawing pad content to be included and printed with the photos.

Using Multiple Monitors

RightBooth can make use of up to 4 monitors attached to your computer for displaying screens independently to the main event screens (that will show on your primary monitor).

This might be useful in situations where you would like to show information screens containing videos, images and text sequences to a different audience while users are recording videos and photos on the primary monitor. For example, your primary monitor might be housed inside a booth with a second monitor outside the booth showing an attractor slide show to passers-by.

To make use of the multiple monitor features, your monitors must be configured to provide an extended Windows desktop. Details on how to do this are outside the scope of this manual but full details can be found in your Windows Display Settings.

When you have more than 1 monitor attached and working as an extended desktop, turn on the **Multiple monitors** feature in RightBooth, which is located in the Event Structure tab of the Event Designer. With this turned on, visit the Screen Editor to gain access to the additional monitor screen design features.

Monitor selector

If the Screen Editor correctly detects your additional monitors and you have enabled multiple monitors in the Event Designer, the **Monitor selectors 1 - 4** will be shown at the top of the Screen Editor Toolbox. If you do not see the monitor selectors, you will need to close RightBooth and check your Windows display settings.

If you now click on the **Monitor 2** selector, the whole Screen Editor interface will shift onto the second monitor and you will see the Monitor 2 screen list which will contain the default screen: **Start 2**. This is the first screen that will be displayed on the second monitor when you play the event. If you have also chosen to include the **Monitor 2 In progress** screens (see Event Structure in the Event Designer), these will also be included in the Monitor 2 screen list.

The same rules apply to the Monitor 3 and 4 selectors where Monitor 3 and 4 screens can be designed.

You can now use the monitor selectors to switch between editing event screens on each of your monitors.

Adding Screens and Items on Your Additional Monitors

You can use the Add Items toolbox to add a new screen to the Monitor 2, 3 and 4 screen lists. You can add as many screens to the additional monitor screen lists as you require.

You can add any of the items in the Add Items toolbox onto any of the Monitor 2, 3 and 4 screens. For example you can add text, image, video and browser sequence items that can be set to show sequences of material being

recorded by users on Monitor 1. All the design features and item properties are available for the additional monitor screens and note that screen transitions are currently not supported on the additional monitor screens.

Video In Progress Screen

When this optional screen is included for any (or all) of the additional monitor screens (see Event Designer), it will be shown on the associated monitor whenever a user is recording a video on Monitor 1. You may wish to include this screen in order to improve the video recording performance on Monitor 1. If you include this screen, you may want to keep it free from processor intensive screen items, such as video and sequence items, as this will help your computer to focus on the task of recording video on Monitor 1.

However, if your equipment is powerful enough to cope, you can add a webcam item to this screen to show the video recording process in action.

Photo In Progress Screen

When this optional screen is included for any (or all) of the additional monitor screens (see Event Designer), it will be shown on the associated monitor whenever a user is taking photos on Monitor 1.

If you add image items to this screen and set their Content properties to **Latest photo capture** or one of the **Photo Capture** values (1-10), the image items will display the photos on this screen as they are being taken.

You may also choose to add a webcam item to this screen so you can watch the users preparing to take their photos.

Print In Progress Screen

When this optional screen is included for any (or all) of the additional monitor screens (see Event Designer), it will be shown on the associated monitor whenever a photo layout is being printed.

If you add an image item to this screen and set its Content property to **Print Layout**, the image will display the latest print layout as it is being printed.

When the current video recording, photo capture process or photo printing is complete, your defined list of Monitor 2, 3 and 4 event screens will start being shown again.

Playing Events Containing Multiple Monitor screens

When you play an event containing multiple monitor screens, these screens will be automatically displayed independently to the screens being displayed on the first monitor. As each multiple monitor screen times out it will progress to showing the next screen in the monitor list. When all multiple monitor screens have been displayed, RightBooth will repeat showing them again.

Every event can contain its own set of monitor 2, 3 and 4 screens which will appear when the event is playing. So if you are making use of Event flow, you may need to add additional monitor screens into all the event files you intend to show.

Different Monitor Display Resolutions

For best results your second and third monitors should be set up (using the Windows display settings) so that their display resolutions match that of your primary monitor. However, with some equipment setups, you may find that this is not possible, and your additional monitors may have to be different resolutions to your primary monitor.

If this is the case you will need to check the **Width** and **Height** properties (on the Screen Properties Toolbox) for each of your additional monitor event screens to make sure they are set up to be the same as the your additional monitor display resolution's width and height. Failure to do this may cause your additional monitor screens not to be shown correctly.

Performance Considerations

Please be aware that displaying screens on additional monitors can affect the performance of the screens on the first monitor. For this reason we advise you to always include the 'in progress' screens. Also we recommend you minimise the use of processor intensive screen items such as video and sequence items.

Multicasting

Another feature available on Monitor 1 screens is multicasting. Multicasting is useful when you want to show Monitor 1 activity on other monitors attached to your system. Consider the situation where you have a room containing a RightBooth video recording set up. Outside the room is a second monitor that can be used to show the recording in progress within the room. In this situation you could simply apply the Multicast property to the 'Record video' screen on Monitor 1. Then each time a recording is made inside the room, Monitor 2 would also show this screen outside the room. Note that Multicast screens will always take priority over any other screens that may be being shown on Monitors 2, 3 and 4, including the 'In Progress' screens. You can also choose to multicast monitor 1 screens simultaneously onto all other monitors.

For more information on multicasting, see the section **Screen Properties**.

Event Tasks

The Event Tasks window is accessed by clicking the Tasks button on the RightBooth Main window.

Convert videos

You may find it useful to convert all recorded event videos into MP4 or MOV format. This section will list all the videos created for the currently loaded event and allow you to batch convert them into one of these formats. You can select the following options for the conversion:

Convert videos to - Select to convert files to MOV or MP4 format.

Conversion settings – Click this button to apply video conversion settings. See the section: **Video Conversion Settings**.

Convert - Click this button to start the video conversion process. During conversion this button will allow you to **Cancel** the conversion.

The conversion process will:

- take a copy of each of your recorded AVI or WMV videos from your chosen event.
- convert them into the required format.
- save the converted files into same folder as the original.

Your original video files will not be affected by the conversion process.

Video conversion is achieved using either the free **FFmpeg Utility** or the free **Handbrake Utility** available separately. See **Obtaining the Video Conversion Utilities** for details.

Print photos

This panel will show a list of all the photos (or photo print layouts) that were created by users of the currently loaded event, or from the currently specified Tasks & Publish folder. You can select, view and print each photo or layout. This is useful if you need to print at some point after an event has finished or if you are using RightBooth as a Print Station.

Note: If you want to print the photo layouts then this feature requires that you have previously set the '**Save to Event Tasks**' option prior to playing your event file. See section: Event structure: **Print photos**.

Photos – Tick this to show all the photos that have been taken while playing the currently loaded event file, and/or to show all the images in the currently specified Tasks & Publish folder (see Settings → Folders & files).

Photo print layouts – Tick this to show all the photo print layouts that have been saved while playing the currently loaded event file, or to show all the photo print layouts in the currently specified Tasks & Publish folder (see Settings → Folders & files).

Thumbnails – Tick this checkbox to switch between showing a list of filenames and showing a set of thumbnails. Click on any item in the list or click on any thumbnail to show a larger image of the selected item, ready for printing.

Note that when you are in Thumbnail mode you can right click on any thumbnail image to change the number of columns that will be used for displaying the thumbnails. You can choose a value from 1 to 4.

Copies - Specify the number of copies required (range 1 to 99).

Grayscale - Print the currently selected item in black and white (gray scale).

Print – Click this button to print the currently selected item.



- Click this icon to choose an image from the Media Library. The image will then be used to decorate the background of the Print Layout selection screen.



- Click this icon to switch to fullscreen mode (and back again).

Email files

This panel will list all the email files that have been created during the event. You can then select one or more email files from the list and then send them to the associated event users as a batch process.

Email files will be created if you choose the '**Later**' option for videos, photos or messages within the Event Designer → Event Structure → Email files section. During the event, email files will also be created if emails fail to be sent due to problems with the network or Internet connection.

All emails – Click this to show the full list of email files that have been created during the event.

'To do' emails – Click this to show only those email files that failed to be sent during the event.

Send emails – Click this to email files (that you have selected in the list) to the recipient event users as a batch process.

Create Video From Photos

This panel will allow you to create a video from all the photos captured during the event. This is also a great way to create a time lapse video from a set of photo stills captured using RightBooth.

Simply click the **Create button** to create the video. Once created, the video will be saved with the filename photos.mp4 and saved into the current event folder.

Click the **Settings** button to view and alter the Photo Conversion settings...

Settings

Select from the following options:

Width – Enter the required width of the video in pixels. Can be left at 0.

Height – Enter the required height of the video in pixels. Can be left at 0.

Image display time in seconds – Enter the amount of time you would like each photo to be displayed when the video is running.

Example 1: Settings this to 4 will cause each photo to be shown for 4 seconds.

Example 2: Setting this to 0.04 will cause 25 photos to be shown per second in the resulting video, which may be useful if you are creating a time lapse video.

Quality – Set this slider to choose your preferred video quality. A lower value will create smaller video files with less quality. A higher value will create videos with larger video files and higher quality.

FTP files

This panel will list all the event files that have been created during the event that have been designated to be uploaded to an ftp account. You can select one or more files from the list and then upload them to the account (defined in Social media settings) as a batch process.

Upload files – Click this button to upload all selected files to the ftp account.

Remove – Click this button to remove all selected files from the list.

The Drawing Tools

The Drawing Tools allow you to draw and write on a variety of other screen items that can appear during the course of playing the event. It can be used for drawing on:

- the on-screen live video window (displayed by the webcam item).
- the most recently taken photo after it has been captured.
- the Drawing Pad.

This feature is useful if you want your users to add names, messages or drawings onto video recordings, photos or the drawing pad.

Adding the Drawing Tools

The Drawing Tools can be added to any screen in the event, but they are only relevant on screens that contain one or more webcam items, the most recently taken photo or the Drawing Pad item.

- If drawing tools are added to screens that appear prior to the 'Record Video' screen (such as the Start screen or the Choices screen) then you can draw over the live video window before you start a video recording. The drawings will then remain over the video during the actual recording and they will be captured into the video file*.
- If drawing tools are added to screens that appear prior to the 'Take Photo' screen (such as the Start screen or the Choices screen) then you can draw over the live window before you capture photos. The drawings will then be added onto the photo image after it is taken.
- If the drawing tools are added to the 'Record Video' screen then you can draw over the live video window while a video recording is being made* The drawings will then be captured to the video file in real time throughout the recording*.
- If the drawing tools are added to any screen that is showing the most recently taken photo image item (such as the Show Photo screen) then you can draw on the photo and have the drawings automatically added to the photo image.
- If the drawing tools are added to any screen containing the Drawing Page item then the tools can be used to draw directly into the Drawing Pad canvas.

*Note: The drawing tools currently do not allow you to draw over video recordings made by a DSLR camera.

To add the drawing tools:

In the Screen Editor select a screen from the Screen List. Then show the 'Add Items' toolbox and click the 'Drawing Tools' button to add the tools to your chosen screen.

Please note that when the drawing tools are added to a screen, the Flip X and Y properties of the webcam item(s) are automatically turned off and cannot be turned on.

You can use the Drawing Tool properties to alter the layout of the tools, decide which tools to show and set a default pens, colour and line width (see the section Screen Editor - **Properties**).

Using the Drawing Tools

When the event is playing, the drawing tools will appear on each screen you have added them. You can then use the tools to draw on the items described earlier (if they are available on the screen). If there are two or more webcam items on the screen, you can draw on any one of the webcam items and all the drawings will automatically be shown on all the webcam items .

All drawings added to the webcam item will be saved into the recorded video files or the captured photo files.

All drawings added to the drawing pad will be saved to an image file after each event session.

At the end of each event session, any drawings will be automatically removed from the webcam view and the drawing pad, allowing the next user to start drawing on a 'clean slate'.

The drawing tools are only active while the event is playing. When you are designing your screens you can move and size the tools to the required place in the Screen Editor but you cannot draw over the webcam item or into the drawing pad in design mode.

The Drawing Tool Set

The drawing tools comprise:

Pen Tool - This allows you to draw solid lines using the mouse or touch screen, in the current colour and line width.

Marker Tool - This allows you to draw semi-transparent lines using the mouse or touch screen, in the current colour and line width. This tool effectively performs like a standard marker (or highlighter) pen.

Undo Tool - This allows you to undo the most recently drawn line. You can click this tool repeatedly to remove more than one line. You can also undo a recent use of the Bin Tool, returning all previously removed lines to the video window.

Bin Tool - This allows you to remove all drawn lines to clear the video window.

Line Width Tools - These 4 tools allow you to select the line width of any subsequently drawn lines.

Line Colour Tools - These 8 tools allow you to select the colour of any subsequently drawn lines.

You can control which tools are to be made available and which tools are the default using the **Drawing Tool Properties** (see earlier).

Controlling Peripheral Equipment with a USB Relay Board

Using a USB relay board, RightBooth can control any electrical device that has the ability to be switched on or off, such as an LED bulb, a mains light bulb, a motor or a fan. The relay board connects to your computer via a USB cable. You can then connect up to 8 devices to the board's relay connections and use RightBooth to switch these devices on or off at various times throughout the event.

RightBooth provides support for two types of USB relay board: USB HID boards and Denkovi boards.

USB HID boards

These boards require no configuration. Simply plug them into a free USB port and you are ready to start controlling them in RightBooth. There are many USB HID boards on the market and they are very cost effective. But please remember that the HID relay must be of the type 'programmable' otherwise they won't be detected by RightBooth. Enter '**usb hid relay programmable**' into eBay to see a selection. At the time of writing (Oct 2019) here is a typical supplier:

https://www.ebay.co.uk/itm/152464651505?ul_noapp=true

Note that RightBooth lets you attach and control more than one USB HID board.

Denkovi Boards

Denkovi boards require a denkovi device driver to be installed on your computer before they can be used in RightBooth. RightBooth can only control one Denkovi board.

IMPORTANT

Please note that RightBooth currently only provides support for the following Denkovi boards:

<http://denkovi.com/usb-relay-board-four-channels-for-home-automation>

<http://denkovi.com/usb-eight-channel-relay-board-for-automation>

Please note that both these board are denkovi version 1 boards. They are designed to use the Chip: FT245RL

RightBooth currently only works with denkovi v1 boards. It does not support the denkovi v2 boards.

Configuring Windows to work with the Denkovi Board

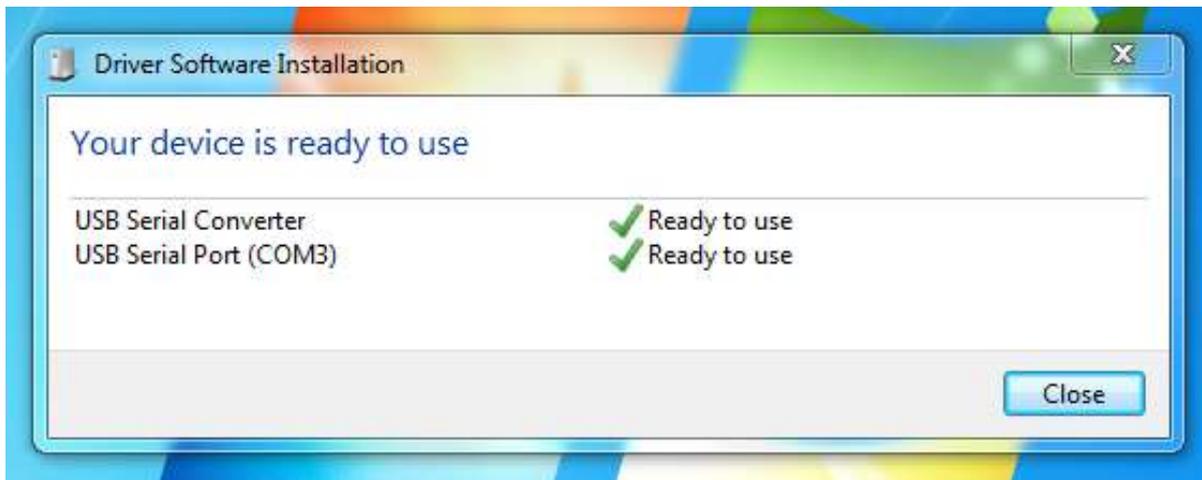
Before you can use a Denkovi board with RightBooth, you must set up your operating system as follows.

Ensure your PC is switched on and is connected to the Internet.

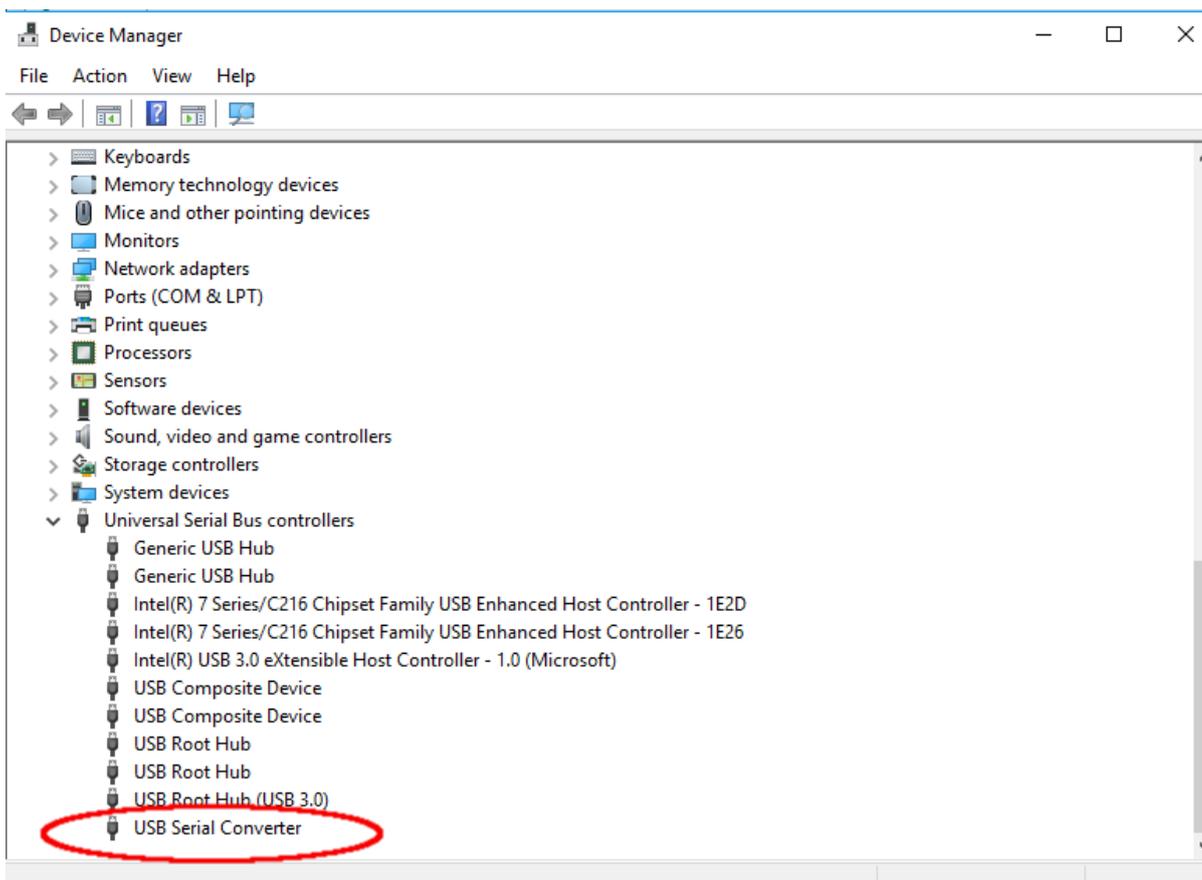
Then attach the Denkovi board to a free USB port. Windows will then automatically perform the following actions:

- Identify the board as an FT245R USB FIFO device
- Search Windows Update for a device driver
- Download the device driver (0.9 Mb) from Microsoft's web site
- Install two device drivers:
 - USB Serial Converter
 - USB Serial Port (COM3)

If this process is successful you will see this dialog:



You can check that the driver installation has been successful by checking that the **USB Serial Converter** appears listed in Windows Device Manager --> Universal Serial Bus controllers section as follows:



Using a USB Relay Board in RightBooth

Please note that we do not provide details on how to wire up your electrical devices to your chosen relay board. For details on how to do this, please refer to the documentation that is provided with your relay board, or visit the denkovi website, or consult a qualified electrician. Further information can also be found at www.rightbooth.com/how-to.html

- Run RightBooth.
- In RightBooth Settings --> Start & Stop, either tick the option:

- 'Start Denkovi relay board' or
- 'Start USB HID relay board'
- If you are using a denkovi board then you must enter the number of channels for your relay board into the **Channels** text box.

Testing the Board

Use the text box near the Test button to set a switch condition for all the channels. This is done by entering one character for each channel into the text box. As an example, the default condition for a 4 channel relay board is **0000** (all off). Other examples: **1000** - the first switch is turned on, the other 3 are off. **1101** - first, second and fourth switches are turned on.

Controlling the board during the event

To control the relay channels you have two options.

- 1) You can get the channels to switch whenever a chosen event screen is displayed by using the **Show** action: **'Set relay channels'** OR
- 2) You can add the **Click** action: **'Set relay channels'** to any item on any screen. This will then allow the user to switch the channels when they click (or touch) the item.

Example 1 - Turn on channel switch 1 (on a 4 channel relay) when the 'Get ready' screen is shown

- Go to the **Get ready** screen in the Screen Editor.
- Show the **Screen Properties**
- At the bottom of the Screen Properties panel, set the Action to **'Show'**, then select: **'Set relay channels'** from the action list.
- In the **Action** text box, enter **'1000'**

You could then do the same on the Thank you screen, this time entering **'0000'** to switch channel 1 off again after the recording has finished.

Example 2 – Allow User to switch channels

If you want the user to be able to switch channels:

- Add a button (or a text item, or an image item) to your chosen event screen.
- Show the button properties.
- Set the **Action** to **'Click'**, and choose the action: **'Set relay channels'**.
- In the **Action** text box, choose the required channel switch pattern, example: **0011** - Turn off channels 1 and 2, turn on channels 3 and 4.

The characters you can use for the channel commands are:

- 0** – switch a channel off
- 1** – switch a channel on
- T** - toggle a channel to the opposite of its current state. Therefore: if On it will be turned Off, and vice versa.
- U** - leave the channel unaltered

Other channel action examples:

- 1010** – Switch channels 1 and 3 **on**. Switch channels 2 and 4 **off**
- 1U1U** – Switch channels 1 and 3 **on**. Channels 2 and 4 remain unaltered
- TT00** - Toggle channels 1 and 2. Switch channels 3 and 4 off

Controlling Multiple USB HID Relay Boards

RightBooth can control more than one USB HID relay board as long as each board reports a different model identifier to RightBooth. You will usually find that a 1 channel relay board has a different identifier to a 2 channel board or to a 3 channel board, etc. So if you want to use more than one USB HID board in RightBooth, ensure that each board you use has a different number of channels.

Please note that RightBooth will only detect and work with 'programmable' HID relay boards so make sure you obtain programmable boards when purchasing. At the time of writing, here is a typical supplier of programmable HID relays:

https://www.ebay.co.uk/itm/152464651505?ul_noapp=true

Connect all the boards to USB ports on the computer. In RightBooth Settings --> Start & Stop, the model identifier for each board will be shown in the panel.

To control each board you must enter the model identifier followed by one or more space characters and then the required switch conditions (as described above).

To explain how to control the boards, let's assume you have a 1 channel relay board and a 2 channel relay board attached to the computer. In RightBooth settings, the board identifiers are shown as **HURTM** and **B6105H** respectively. Here are some channel action examples:

HURTM 1 - Switch on channel 1, on the 1 channel relay board.

B6105H 01 – Switch off channel 1 and switch on channel 2, on the 2 channel relay board

HURTM 0 B6105H TT – Switch off channel 1 on the 1 channel relay board and toggle both channels on the 2 channel relay board.

Note that multiple board switch commands can also be used in your RightBooth event actions.

Additional Action Commands for USB HID Relay Boards

If you are using one or more USB HID relay boards you can send the boards more than one set of switch commands separated by delays (wait periods) using the W command (Wait):

W – Wait for a period of time before the next action command is issued. The time period is defined in milliseconds and must appear after the W in the action text, separated by one or more space characters.

You may also use the R command (Repeat):

R – Repeats all commands that have previously been sent to the board via the current channel action text.

To explain how to use these additional action commands we will describe some examples.

Single board examples

11 W 1500 01 W 2000 00

Immediately switch on channel 1 and 2, then wait 1.5 seconds, then switch off channel 1, then wait another 2 seconds, then finally switch off channel 2.

1 W 500 0 W 500 R

Switch channel 1 on for half a second then off for half a second, then repeat. This will cause the switch to toggle on and off every second indefinitely. This action will continue until the board receives another action command.

Multiple board examples

HURTM 1 W 1000 0 B6105H 11 W 2000 00

The HURTM board: Switch channel 1 on for 1 second then switch it off.

The B6105H board: Switch both channels on for 2 seconds then switch them both off.

Note that with multiple board commands like this, all boards act independently and in parallel with each other. So in the above example, all the channels on both boards are switched on at the start, then HURTM is switched off after one second, and B6105H switches off after another second has elapsed.

HURTM 1 W 1000 0 B6105H W 1000 11 W 1000 00

Channel 1 is switched on for 1 second on the HURTM board. It is then switched off.

Board B6105H does nothing for the first second then both channels are switched on for 1 second and then both are switched off.

This command effectively causes the single channel on HURTM to be switched on for 1 second, followed immediately by both channels on B6105H for 1 second.

HURTM 1 W 1000 0 W 1000 R B6105H W 1000 11 W 1000 00 R

Channel 1 is switched on for 1 second on the HURTM board. It is then switched off for 1 second. Then it is repeated indefinitely.

Board B6105H does nothing for the first second then both channels are switched on for 1 second and then both are switched off for 1 second. Then it is repeated indefinitely.

This command is effectively the same as the previous one expect that both boards repeat their actions.

Using a DSLR Camera With RightBooth

RightBooth is designed to accept videos and photos from a DSLR camera by communicating with the digiCamControl application. This is freely available from www.digicamcontrol.com and RightBooth automatically includes and installs a customized version digiCamControl onto your system.

digiCamControl supports many makes and models of camera. Check here to see if your camera is supported: www.digicamcontrol.com/cameras.html.

Note that digiCamControl provides a rich set of features for controlling your digital camera but this manual does not provide general help on how to use the digiCamControl features. Please refer to the digiCamControl website for documentation and help.

The Process

This section explains what happens during an event when RightBooth is set to use a DSLR camera.

Whenever a video recording is to be made, RightBooth sends a 'Start recording' command to digiCamControl which in turn sends the command to the DSLR camera. The camera then starts recording a video. When the video recording is complete, RightBooth sends a 'Stop recording' command to digiCamControl which in turn sends the command to the DSLR camera. digiCamControl will then transfer (copy) the video file from the camera's storage device (ie SD card) to a folder on the computer. During this time, RightBooth will display the **Busy** screen and will wait for the video file transfer to complete, after which RightBooth will continue the event process.

The process is the same when capturing photos, with RightBooth sending a 'Take photo' command to digiCamControl. Because the transfer time for an individual photo is quite short, RightBooth does not display the **Busy** screen and after each photo is copied from the camera to the computer RightBooth will continue the event process.

Setting up

IMPORTANT: When using your camera with RightBooth, please make sure that the camera battery is charged or that it is connected to a permanent power supply. If the camera becomes low on power RightBooth and/or the digiCamControl software may behave unexpectedly or appear to freeze when attempting to take photos or record videos.

There is now a detailed 'How To' article on the RightBooth website. We suggest you read this now:

<https://www.rightbooth.com/dslr-setup.html>

Hardware setup

Attach your camera to the computer via a USB cable, use USB3 if available. Make sure it is turned on and is set up for optimal photo capture using the camera controls.

In order to make use of your camera (and to prevent problems with remote control), RightBooth will not use the camera's live view mode, therefore if you want to see a live view on-screen during your events you can also use a webcam. With this setup, both your camera and your webcam should be attached to the PC via USB, and you should adjust your camera and your webcam so that they are both pointing in the same direction and are both observing the same field of view. There are many ways to achieve this, but the simplest is to mount the webcam on top (or bottom) of your camera using tape, adjust its direction to match that of the camera, then manually alter your camera zoom and webcam zoom (if available) so that they both have the same field of view.

For photo capture, RightBooth assumes that photos will be captured in JPEG format so you must ensure that your camera is set up to save JPEG photo files, do not select RAW format only. Also, for better performance select a lower photo capture size. Please refer to your camera documentation for more details. For video capture, RightBooth assumes that videos will be recorded in either MP4 or MOV file format, so make sure your camera is set to record videos in one of these formats.

RightBooth Settings

Read the section **DSLR Settings** for details on how to set up and enable RightBooth interaction with your camera. We strongly recommend that you reduce the size of the photos captured by your camera in order to prevent problems with RightBooth having to process lots of very large files. The section DSLR Settings explains how to do this.

You also need to make sure the aspect ratio of your webcam matches that of your camera for both videos and photos. We will now use the example of a Nikon D7100 DSLR camera and a Logitech C920 webcam to help explain how to achieve this.

Matching photo aspect ratios

The D7100 offers the following photo sizes:

Large: 6000 x 4000 pixels, Medium: 4496 x 3000 pixels, Small: 2992 x 2000 pixels

Dividing one value by the other will give the aspect ratio for the captured photos. In Large mode the camera's aspect ratio is $6000 / 4000$ which is **1.5:1**. In fact, all three capture modes for the D7100 will produce photos with an aspect ratio of 1.5:1. So in RightBooth we need to set the webcam to an input size that matches this aspect ratio as this will then show the user a live view in the event that is the same shape as the camera photos. Doing this will also allow you to work with the correct shape of photos when designing your Photo Print layouts.

The Logitech C920 provides many different recording sizes, but on examination none of them have an aspect ratio of 1.5:1. For example some of the sizes on offer are $640 \times 680 = 1.333:1$, $864 \times 480 = 1.6:1$ and $1920 \times 1080 = 1.77:1$. So how do we obtain a live view at 1.5:1? The answer is to apply cropping to the input.

Go to the RightBooth **Photo & Print settings**. Choose one of the webcam sizes in the **Photo capture size** drop down. In this example we will choose 1920×1080 to give us a high quality live view in our events. We then apply the following Crop video Width and Height values:

W = 1620, H = 1080

Also tick the option **Crop photos**. This has the effect of cropping the width for the webcam live view down to 1620×1080 , which gives us the required aspect ratio of 1.5:1 that now matches the D7100 photo aspect ratio.

Matching video aspect ratios

The Nikon D7100 camera can record videos at the following sizes:

1280 x 720 pixels, 1920 x 1080 pixels

Go to RightBooth **Video settings** and choose one of the webcam sizes in the **Video recording size** drop down. In this example we can choose 1920×1080 to match that of the camera and we don't need to apply any cropping because this is an exact match with our camera.

Once you have configured your aspect ratios RightBooth will then be working with the correct shape for photos and videos on-screen during the event.

digiCamControl Settings

As mentioned previously, RightBooth uses digiCamControl for obtaining photos and videos from a DSLR camera therefore you must ensure that the digiCamControl application is running when using a camera with RightBooth.

This section explains some of the digiCamControl settings that can be set to help improve the general performance of the system. Open the digiCamControl main software (this may be running minimized on the Windows Tray), then choose **Settings** from the digiCamControl **File menu** and apply the following changes:

General

- **Minimize to tray icon**
- **Start minimized** – Tick both these settings to force digiCamControl onto the Windows Tray so that it will remain hidden during the RightBooth event.

Preview

- **Auto preview** – Un-tick this to prevent unnecessary work by digiCamControl.

Advanced

- **Hide tray bar notifications** – Tick this to prevent unnecessary popup messages appearing.
- **Load thumbs in download window**
- **Automatically send usage statistics** – Un-tick these settings to prevent unnecessary work by digiCamControl.

Adding Files to the Media Library

The RightBooth Media Library is located in the sub folder: **\RightBooth7 Library** in your computer's **Public Documents** folder. The full path to this folder is normally:

C:\Users\Public\Public Documents\RightBooth7 Library

The Media Library comprises a number of sub folders that are used by RightBooth. You can add your own material into the library for use in your events, including backgrounds, videos, sounds and images. You can also create new sub folders for containing your material, in any of the Media Library folders.

Adding backgrounds

Add your own backgrounds into any of the sub folders at this location:

RightBooth7 Library\Images\Backgrounds

The subfolder **Green Screen** is reserved for images that will be used with RightBooth's video and photo Green Screen background replacement feature.

Background images can be in any of the following file formats: **BMP, DIB, RLE, JPG, GIF, PNG, TIF**

We recommend that your background image files are created so that they are no larger than HD resolution (1920 x 1080). This will help to reduce computer memory and processor usage during your events. For this reason, all background files shipped with the RightBooth Media Library have been designed to be 960 x 640 pixels, which provides a good balance between image quality, monitor display ratio fit, file size and memory requirements.

Background Themes

Files in the Backgrounds folder can be given filenames that define a RightBooth Theme. A theme comprises a background image, a text colour, a button style and a button icon set. Themed background filenames are defined as follows:

NAME # TEXT_COLOUR # BUTTON_NAME # ICON_FOLDER #

where...

- **NAME** can be any combination of valid characters
- **TEXT_COLOUR** is the colour to be used on for all text prompts in the event.
- **BUTTON_NAME** is the name of the button to use from the folder: **\Images\Buttons**.
- **ICON_FOLDER** is a folder located in the subfolder: **\Images\Buttons\Icons**.

Look in the subfolders contained in **\Images\Backgrounds** to see examples of themed background filenames.

Adding images

You can add your own images into any of the folders at this location:

RightBooth7 Library\Images

You can also create new folders and save images in them.

Unless specified below, your images can be in any of the following file formats: **BMP, DIB, RLE, JPG, GIF, PNG, TIF**. We recommend that your image files are created to be no larger than the size of your monitor display resolution. For example if your monitor is sized at 1920 x1080 then your images should be no bigger than these values. This will help to reduce computer memory and processor usage during your events.

Reserved folder names

The following folder names in the Images folder are reserved for use in RightBooth and must not be deleted or renamed.

\Backgrounds

\Buttons

\Icons

These folders (and all contained subfolders) are reserved for images that will be used as RightBooth themes, screen backgrounds and buttons. See previous section.

\Drawing surface

This folder is required when choosing background images for the Drawing Pad item.

\Emojis

This folder is required for populating the on-screen keyboard item with emoji images.

\Overlays

The subfolder **\Overlays** is reserved for images that will be used with RightBooth's video and photo overlay feature. Files in this folder must be in .PNG 32 bit format and have a transparent layer otherwise they will not appear correctly in the event.

\Props

The subfolder **\Props** is reserved for images that will be used for overlaying on faces that are detected in the video feed. Files in this folder must be in PNG 32 bit format and have a transparent layer. How the files are named in the folder is also important. Files should have the following naming convention:

LAYER_NUMBER # CATEGORY_NAME # CATEGORY_NUMBER.PNG

where:

- **LAYER_NUMBER** is a number representing the overlay layer order for the images when they are placed over the detected faces. A prop with a low layer number will be placed before a prop with a higher layer number. For example, the prop file **050#glasses.png** will be placed on top of the file **000#face.png**, in other words glasses props will appear on top of faces props.
- **CATEGORY_NAME** allows you to group your props into categories. Detected faces can have one overlaid prop from each of your categories. During the event if a user chooses a prop from a category that is already in use on the detected faces, RightBooth will automatically swap the props. For example if a user has chosen a hat prop, choosing another hat prop will cause the hats to be swapped on the detected faces.

- **CATEGORY_NUMBER** is a number that allows you to define more than one prop file within each category name. For example: 050#glasses.png, 050#glasses#2.png, 050#glasses#3.png, etc.

Each prop image file in this folder is accompanied by a text file containing data that defines where the prop will be positioned in relation to detected faces in the video feed.

Adding videos

You can add your own videos into any of the folders at this location:

RightBooth7 Library\Videos

The subfolder **\Karaoke** is reserved for videos that will be used with RightBooth's karaoke feature, and any karaoke videos you obtain should be saved in this sub folder.

Videos can be in any of the following file formats: **AVI, MPV, MP4, WMV**

Adding sounds

You can add your own sounds into any of the folders at this location:

RightBooth7 Library\Audio

Sound files can be in any of the following file formats: **WAV, WMA, MP3, MID**

Adding countdown sounds

The Audio subfolder **Countdown** is reserved for sounds that can be used with Countdown items. To do this, place your chosen .WAV files in the folder: **RightBooth7 Library\Audio\Countdown**. If you want to use your own spoken voice files for the countdown, create a new subfolder in the Countdown folder, ensuring the subfolder name starts with the single word **voice** (e.g. **voice german**). Then add a separate .WAV file in this folder for each spoken number, naming them 1.wav, 2.wav, 3.wav and 4.wav respectively. Ensure any file you use is no more than $\frac{3}{4}$ second in duration.

Adding buttons

The reserved subfolder **\Images\Buttons** contains interactive button images that can be used in RightBooth. You can add your own button designs into this folder. Each button in the library comprises two images, an **unselected** image and a **selected** image. Here is an example of a button we ship with RightBooth:



Unselected button image



Selected button image

Notice how the selected image makes the button look pressed.

You can design your button images however you like, the unselected image can be the same as the selected image, or you could make it look highlighted, or pressed, as in the above example.

Once you've designed your two images, you need to place them in the following RightBooth Library folders:

- The **unselected** image is placed in the folder: **\RightBooth7 Library\Images\Buttons**
- The **selected** image is placed in the folder: **\RightBooth7 Library\Images\Buttons\Down**

The file format for the button images must be PNG.

If you want your button to look '**pressed**' you must design the down image so that it moves in the Y down direction only.

You need to give your button images a filename that RightBooth can use to help position any icon that might be placed on it during the event...

Button filename

Your button filename has to use the following naming convention if you want the button icons to appear on them during the event:

BUTTON_NAME # ICON_CENTRE_Y_UNPRESSED # ICON_WIDTH # ICON_CENTRE_Y_EXTRA_PRESSED # .PNG

where...

- **BUTTON_NAME** can be any combination of valid characters
- **ICON_CENTER_Y_UNPRESSED** is the central position where the button icon will be placed on the button image as a percentage of the height of the button, measured from the top of the button.
- **ICON_WIDTH** is the width (and height) of the icon as a percentage of the button width.
- **ICON_CENTRE_Y_EXTRA_PRESSED** is the additional amount the icon image will move down when the button is pressed. Again as a percentage of the height of the button.

Taking our example button shown above, the filename for this button is: **B4#40#50#5#.png**

This means...

- the button name is **B4**.
- the centre of the button icon will be positioned **40%** down height of the button. Note: icons are always positioned centrally across the width of the button.
- the width and height of the icon is **50%** of the width of the button.
- when the button is shown pressed, the icon will be shown another **5%** further down the button height, in this example it will be placed at **45%** down from the top.

If you don't want the icon to change position when the button is pressed, set the last parameter to 0, for example see button: **B1#50#60#0#.png**

Remember that both your button images must have the same filename, which is possible because they are in different folders.

New Button Icons

If you want to design and use your own set of button icons within RightBooth, you need to create a new set of icon PNG files and place them in a new sub folder within the RightBooth icons library folder:

\RightBooth7 Library\Images\Icons

For example, create a folder: **\RightBooth 7 Library\Images\Icons\My Icons**

The **My Icons** folder must then contain a set of icons having the same names as the other icons found in the other icon folders, e.g. back.png, next.png, ok.png, etc.

All icon files must be PNG files. The icon image width and height **MUST** be square, e.g. 150x150 pixels.

Games, Masks and Screens Folders

The top level Media Library folders: **Games**, **Masks** and **Screens** are reserved for use in RightBooth.

Event Language

Your event files contain a set of standard instructions that are shown to users when the event is edited or played. Instructions include text such as 'Touch the screen to start' or 'Press a key to continue'.

RightBooth offers these instructions translated into a number of languages, these are known as 'Event languages' and you can choose a different (or the same) event language for each of your events.

RightBooth maintains a default event language in Settings. Usually this is set to English, but if you are working primarily in a different language you can change this to your preferred language. See the section Settings – Event instructions for more information.

The Event Language Selector

Whenever you create a new event file you will be shown the Event Language Selector and asked to choose a language for the instructions that will be shown on the event screens when you edit and play the event.

By selecting 'Default', the event file will show instructions in the language that is currently selected in RightBooth Settings.

This means that whenever you change the default language in Settings, the language of the instructions in this event file will also be changed to match.

If you choose a specific language from this list, instructions in the event file will always be shown in your chosen language and they will not be altered if you change the default language in settings.

If your language is not listed, you can easily translate all the event instructions within RightBooth Settings into the language of your choice. Alternatively, contact us with your language request and we will add it for you.

More event languages will be made available in future updates of the RightBooth software.

If you change your mind about your chosen event language after you have created your event file, you can choose a different event language in the Event instructions tab of the Event Designer.

For more information on Event languages and event instructions, refer to Event instructions in the sections: Settings and Event Designer.

Using Text Variables

RightBooth provides you with a set of **text variables** (or pre-defined keywords) that can be included in event instructions, within instruction tables, in label item content (on any event screen, including the Print layout) and in the body text of any emails sent by RightBooth. When RightBooth finds a text variable in any of these places, it will replace the variable with corresponding textual or numeric information.

IMPORTANT: Text variables are always enclosed by a pair of curly brackets: **{ }** also known as braces. In order for RightBooth to recognise a text variable, it **MUST** be enclosed by curly brackets and not by any other type of bracket.

Text Variable Example

Here is a typical text variable: **{FIRSTNAME}**

If you include this variable anywhere within the content of a label item (on any event screen) or in the text of an email body field, then when your event is playing, this variable will be replaced by the first name of the current user (as entered in the User Details screen). So for example, if you wanted to thank each user personally on the 'Thank you' screen, you could add a new Label item to the 'Thank you' screen and enter the following text for its label content:

Thank you {FIRSTNAME} for your contribution

So if user 'John Smith' enters his name on the User Details screen, he will be thanked on the 'Thank you' screen like this:

Thank you John for your contribution

Here is the complete set of text variables that are available for your use, together with their meanings and examples:

{SINGLEKEY}

This variable is replaced by the name of the Single keyboard key chosen in the User Input Settings. It is useful when you want to inform users which key to press when you have configured RightBooth to take user input from a single keyboard key. The following example assumes the single keyboard key has been defined as the **Space** key.

Label item content: Press the {SINGLEKEY} key to continue

Label item shows: Press the Space key to continue

{ACTIONKEY}

This variable is replaced by the name of the action key associated with the various event actions listed in User Input settings. This variable can only be correctly replaced when it is included within any event label item that contains an action instruction, i.e. any label that accompanies any action button on any event screen. The following example assumes the F1 key is assigned to recording videos.

Label item content: Press {ACTIONKEY} to record a video

Label item shows: Press F1 to record a video

{CURRENTPHOTO}

This variable is replaced by the number of the current photo in the set of photos being taken by a user. The following example assumes the user is looking at their second photo:

Label item content: This is photo number {CURRENTPHOTO}

Label item shows: This is photo number 2

{PHOTOCOUNT}

This variable is replaced by the photo count number defined on the **Type** tab of the Event Designer.

The following example assumes the event allows four photos to be taken by each user, and the user is about to take their third photo:

Label item content: Get ready to take photo {CURRENTPHOTO} of {PHOTOCOUNT}
Label item shows: Get ready to take photo 3 of 4

{CURRENTQUESTION}

This variable is replaced by the number of the current question in the current set of questions being answered by a user in the event. The following example assumes the user is answering their second question.

Label item content: Question number {CURRENTQUESTION}
Label item shows: Question number 2

{QUESTIONCOUNT}

This variable is replaced by the number of questions defined for the event (see the Question tab of the Event Designer).

The following example assumes the event includes four questions and the user is reviewing their answer to the third questions

Label item content: This is answer {CURRENTQUESTION} of {QUESTIONCOUNT}
Label item shows: This is answer 3 of 4

{TOTALVIDEOS}

This variable is replaced by the total number of video files contained in the event folder for the currently playing event. The following example assumes 12 video files have been recorded.

Label item content: Total videos recorded so far: {TOTALVIDEOS}
Label item shows: Total videos recorded so far: 12

{TOTALPHOTOS}

This variable is replaced by the total number of photo files contained in the event folder for the currently playing event. The following example assumes 23 photo files have been captured.

Label item content: Total photos taken: {TOTALPHOTOS}
Label item shows: Total photos taken: 23

{TOTALMESSAGES}

This variable is replaced by the total number of text message files contained in the event folder for the currently playing event. The following example assumes 4 text messages have been created.

Label item content: Total text messages: {TOTALMESSAGES}
Label item shows: Total text messages: 4

{TOTALFILESIZE}

This variable is replaced by the total size of all the recorded files (videos, photos and messages) in the currently playing event folder. The following example assumes there are 4.25 Gigabytes of files

Label item content: There are {TOTALFILESIZE} of files recorded so far
Label item shows: There are 4.25 Gb of files recorded so far

{FREEDISKSPACE}

This variable is replaced by the free hard disk space remaining on the hard disk where event files are being saved. The following example assumes there are 37 Gigabytes of disk space.

Label item content: Free disk space: {FREEDISKSPACE}
Label item shows: Free disk space: 37 Gb

{ALLOWEDUSERS}

This variable is replaced by the Total users number defined in the Start and Stop settings. The following example assumes the total number of users to be 150.

Label item content: This system allows contributions from {ALLOWEDUSERS} users
Label item shows: This system allows contributions from 150 users

{USERCOUNT}

This variable is replaced by the current number of users who have used the event since the event started playing. The following example assumes 39 users have used the event.

Label item content: You are user number {USERCOUNT} of {ALLOWEDUSERS}
Label item shows: You are user number 39 of 150

{USERSREMAINING}

This variable is replaced by the amount value $ALLOWEDUSERS - USERCOUNT$ to show how many allowed users remain. Following on from the previous examples:

Label item content: Another {USERSREMAINING} users can use this system
Label item shows: Another 111 users can use this system

{STOPEVENTYEAR}

This variable will be replaced by the stop year defined in Start and Stop settings. See further down for an example.

{STOPEVENTMONTH}

This variable will be replaced by the stop month defined in Start and Stop settings. See further down for an example.

{STOPEVENTDAY}

This variable will be replaced by the stop day defined in Start and Stop settings. See further down for an example.

{STOPEVENTHOUR}

This variable will be replaced by the stop hour defined in Start and Stop settings. See further down for an example.

{STOPEVENTMINUTE}

This variable will be replaced by the stop minute defined in Start and Stop settings.

Label item content: This event will stop at {STOPEVENTHOUR}:{STOPEVENTMINUTE} on
{STOPEVENTDAY}/{STOPEVENTMONTH}/{STOPEVENTYEAR}
Label item shows: This event will stop at 11:30 on 27/03/2017

{ALLOWEDEVENTTIME}

This variable is replaced by the 'After elapsed time' number defined in Start and Stop settings. The following example assumes a value of 120.

Label item content: This event will continue for a total of {ALLOWEDEVENTTIME} minutes
Label item shows: This event will continue for a total of 120 minutes

{EVENTTIMERUNNING}

This variable is replaced by the total time that the event has been playing (running). The following example assumes the event has been running for 45 minutes.

Label item content: This event has been active for {EVENTTIMERUNNING} minutes
Label item shows: This event has been active for 45 minutes

{EVENTTIMEREMAINING}

This variable is replaced by the value ALLOWEDEVENTTIME - EVENTTIMERUNNING to show how many allowed users remain. Following on from the previous examples:

Label item content: This event will play for another {EVENTTIMEREMAINING} minutes
Label item shows: This event will play for another 75 minutes

{FIRSTNAME}

This variable is replaced by the first name of the current event user (the name that is entered on the User Details screen). Example name John:

Label item content: Thank you {FIRSTNAME} for your contribution
Label item shows: Thank you John for your contribution

{LASTNAME}

This variable is replaced by the last name of the current event user (the name that is entered on the User Details screen). Example name Smith:

Label item content: Current user name is {FIRSTNAME} {LASTNAME}
Label item shows: Current user name is John Smith

{EMAILADDRESS}

This variable is replaced by the email address of the current event user (the address that is entered on the User Details screen). Example name jsmith@gmail.com:

Label item content: The email address of {FIRSTNAME} {LASTNAME} is {EMAIL}
Label item shows: The email address of John Smith is jsmith@gmail.com

{RECENTERROR}

This variable is replaced by the most recent error message that has occurred in the event. Example error is a problem initialising the webcam

Label item content: The following error occurred: {RECENTERROR}
Label item shows: The following error occurred: Webcam not initialised

{PRINTLAYOUTFILE}

This variable is replaced by the name of the current print layout file and can be used within a label item on the Printer Layout screen to add a file reference to the printed media.

{CURRENTHOUR}

This variable is replaced by the current hour number of the computer.

{CURRENTMINUTE}

This variable is replaced by the current minute number of the computer.

{CURRENTSECOND}

This variable is replaced by the current second number of the computer.

{CURRENTDAYNAME}

This variable is replaced by the current day name of the computer, for example: Monday

{CURRENTDAY}

This variable is replaced by the current day number of the computer.

{CURRENTMONTH}

This variable is replaced by the current month number of the computer.

{CURRENTYEAR}

This variable is replaced by the current year number of the computer.

{ALLOWEDVIDEOREDO}

This variable is replaced by the Redo video number from the Event Designer.

{ALLOWEDPHOTOREDO}

This variable is replaced by the Redo photo number from the Event Designer.

{ALLOWEDMESSAGEREDO}

This variable is replaced by the Redo message number from the Event Designer.

{ALLOWEDANSWERREDO}

This variable is replaced by the Redo answer number from the Event Designer.

{ALLOWEDKARAOKEREDO}

This variable is replaced by the Redo karaoke number from the Event Designer.

Label item content: You can re-record this karaoke up to {ALLOWEDKARAOKEREDO} times

Label item shows: You can re-record this karaoke up to 4 times

{CURRENTREDO}

This variable is replaced by the number of times the current recording has been re-done. This value applies to all recording types.

Label item content: You have answered this question {CURRENTREDO} times

Label item shows: You have answered this question 3 times

{REDOREMAINING}

This variable is replaced by the number of redo times remaining for the current recording. This value applies to all recording types.

Label item content: You can re-record your video another {REDOREMAINING} times

Label item shows: You can re-record your video another 2 times

{ALLOWPHOTOPRINTTASKCOUNT}

This variable is replaced by the **'Ask the user'** number from the **'Print photos'** section of the **'Event Structure'**. See Event Designer. It is only applicable if photo printing has been allowed on the Photo options screen.

{ALLOWPHOTOPRINTASKREMAINING}

This variable is replaced by the number allowed photo prints remaining for each user. It is only applicable if photo printing has been allowed on the Photo options screen.

{ALLOWVIDEOEMAILASKCOUNT}

This variable is replaced by the 'Ask the user' number from the 'Email files' section of the 'Event Structure'. See Event Designer. It is only applicable if video emailing has been allowed on the Video options screen.

{ALLOWVIDEOEMAILASKREMAINING}

This variable is replaced by the number allowed video emails remaining for each user. It is only applicable if video emailing has been allowed on the Video options screen.

{ALLOWPHOTOEMAILASKCOUNT}

This variable is replaced by the 'Ask the user' number from the 'Email files' section of the 'Event Structure'. See Event Designer. It is only applicable if photo emailing has been allowed on the Photo options screen.

{ALLOWPHOTOEMAILASKREMAINING}

This variable is replaced by the number allowed photo emails remaining for each user. It is only applicable if photo emailing has been allowed on the Photo options screen.

{ALLOWMESSAGEEMAILASKCOUNT}

This variable is replaced by the 'Ask the user' number from the 'Email files' section of the 'Event Structure'. See Event Designer. It is only applicable if message emailing has been allowed on the Message options screen.

{ALLOWMESSAGEEMAILASKREMAINING}

This variable is replaced by the number allowed message emails remaining for each user. It is only applicable if message emailing has been allowed on the Message options screen.

{PHOTOFILENAMES}

This variable is replaced by filename of all the photo files that are taken by the current user. The filenames are comma delimited.

{PHOTOFILENAMEx}

This variable is replaced by filename of a photo taken by the current user. Replace 'x' with the photo number. For example, the variable {PHOTOFILENAME3} will be replaced by the filename of the third photo taken by the current user. The valid range for x is 1 to 10.

{CURRENTPRINTCOPIES}

This variable is replaced by the number of photo print copies currently set in the event. Any label item containing this variable text will be automatically updated with the new value any time a user performs the click action: 'Print more copies' or 'Print less copies'. See **Action properties**.

{MAXIMUMPRINTCOUNT}

This variable is replaced by the maximum print count value that you can define in RightBooth Photo and Print Settings.

{CURRENTPRINTCOUNT}

This variable is replaced by the current print count value as shown in RightBooth Photo and Print Settings. This value will be incremented each time a print out occurs during the event. Unlike {APPPRINTCOUNT} (see later), this value is not reset each time the app runs.

{REMAININGPRINTCOUNT}

This variable is replaced by the number of allowed print outs remaining and is the value of MAXIMUMPRINTCOUNT - CURRENTPRINTCOUNT.

{APPVIDEOCOUNT}

This variable is replaced by the total number of videos recorded since running the RightBooth application. This value will be reset each time you run the app.

{APPPHOTOCOUNT}

This variable is replaced by the total number of photos taken since running the RightBooth application. This value will be reset each time you run the app.

{APPGIFCOUNT}

This variable is replaced by the total number of animated gifs created since running the RightBooth application. This value will be reset each time you run the app.

{APPMESSAGECOUNT}

This variable is replaced by the total number of messages created since running the RightBooth application. This value will be reset each time you run the app.

{APPANSWERCOUNT}

This variable is replaced by the total number of answers provided since running the RightBooth application. This value will be reset each time you run the app.

{APPKARAOKECOUNT}

This variable is replaced by the total number of karaoke videos recorded since running the RightBooth application. This value will be reset each time you run the app.

{APPPRINTCOUNT}

This variable is replaced by the total number of photo prints made since running the RightBooth application. This value will be reset each time you run the app.

Getting The Best Video Recordings On Your Computer

RightBooth is designed to take digital video from a live feed (such as a webcam) and record it directly to your hard disk in real time. This process requires a lot of your computer resources and the quality of the recorded video files are dependent upon many factors, some of which can be altered within the RightBooth Video Settings and Audio Settings.

Suggested Video Settings

We recommend you first try recording your video using the initial RightBooth Video and Audio Device settings which are predefined as follows:

- Recording format : **AVI**
- Data stream: **Default**
- Recording size : **640 x 480**
- Data type : **RGB24**
- Frames per second : **15**

These settings have been chosen to offer a good balance between computer performance and video quality. With these settings, use the video recording test to record a few videos and check the following:

- during your recordings does the video preview window remain fluent and not pause or freeze?
- during playback of the recorded video, does the audio match the video, i.e. is the audio synchronized with the video throughout the full recording?
- Is there a low percentage of lost frames?

If the answer to these questions is Yes, then your computer is capable of recording higher quality video. If the answer is No to any question then you may have exceeded the capabilities of your computer and may need to reduce video recording quality.

Bear these questions in mind while we explain the changes that can be made to your video and audio settings, and while experimenting with these settings ensure you turn on the setting: **'Show warning message if errors occur during event'**. This will inform you of any problems encountered when recording video during the event.

Recording Format

RightBooth currently allows you to record video files in one of two formats: AVI and WMV.

Points to note:

- AVI video files tend to be much larger than WMV files and therefore they can take more processing power to produce.
- Depending on the AVI codec you choose (see below), recording AVI can produce better quality than WMV.

WMV Format

The WMV format is a compressed video format. Start by recording in WMV format using the WMV 9 setting and the video bit rate at 6000. If you experience problems, try recording with the WMV 8 setting.

If you find that RightBooth works well when recording WMV videos using these settings, try increasing the Video bit rate to achieve better WMV quality. Also try increasing the recording size and frames per second values.

If RightBooth performs well when recording WMV files you may wish to try switching to recording in the AVI format in order to improve the quality further.

AVI Format

Start by recording AVI using Data stream: **Default** and Data type: **RGB24** or **YUY2**.

If this works well you may be able to increase the recording size and the frame rate.

If you are struggling to achieve fluent AVI video recordings you may want to try selecting video and audio compression.

First select Data stream: Compressed. You will then be able to select a video and audio compressor.

Choosing an AVI video compressor

Video compressors are third party products designed to provide some form of data compression when recording AVI video. Each video compressor performs differently and provides different levels of performance, compression and quality. So you will need to experiment to find the compressor that gives you satisfactory results with your equipment.

Try selecting each compressor in turn, then try recording some video files to see what happens. Also with each compressor, try different video recording sizes and frame rates.

We have found that the **DV Video Encoder** performs well on many machines, but bear in mind that the DV Video Encoder always creates files at a fixed size of 720x480 pixels, so this compressor resizes your video input as it records to disk. For this reason you may find that your resulting video is slightly stretched, so when using this compressor you should try to set a video recording size that closely matches 720x480 pixels.

You could also try using the **Microsoft Video 1** compressor. This is a long established compressor that offers reasonable quality recording without imposing any restrictions on the recording size.

The absolute best video quality is obtained by using no compression (**Data stream = Uncompressed**). This creates high quality video (again without size restriction) but the files it generates can be extremely large. For this reason you may find that your computer struggles to create uncompressed AVI files due to the demands placed on the CPU and the hard disk. But try it, and if your equipment is powerful enough, you will obtain great results.

Choosing an AVI audio compressor

Choosing an audio compressor may have an effect on computer performance and file quality.

We have found that the **PCM** compressor works well on many machines. This format creates uncompressed audio data within the video file. Most other audio compressors listed will normally compress the audio data in various

ways, requiring more processing time which could affect the performance of the system and the lip sync whilst recording video.

If you are experiencing performance problems you may find that you obtain better results if you reduce the **Hertz**, **Bits** and **Channels** values in Audio settings, as this will lead to a reduction in the audio processing requirements of your system.

Webcam video size

If you find that RightBooth performs well with a particular set of video and audio settings, consider increasing the video recording size. By default, RightBooth will record videos at 640x480 pixel resolution. This means that the video is 640 pixels wide by 480 pixels high.

The video recording sizes available to you in the settings are dependent upon the capabilities of your webcam. Webcams that are integrated into most laptops tend to offer limited recording sizes, as do older, cheaper external webcams, whereas newer webcams can offer recording sizes up to 1920 x 1080 pixels (full HD resolution).

Try increasing the video recording size and then create a few videos. Keep checking the PC performance and the video file quality. This way you can determine the maximum recording size that your computer is capable of processing.

Some webcams will provide pixel format options listed alongside the recording sizes in RightBooth, for example:

- 640x480 RGB, 24 bit
- 640x480 I420, 12 bit

In the above example, the video recording sizes are the same, but the pixel formats are different with the 24 bit format typically resulting in an increased use of computer resources during recording, and an increase in video quality and file size, when compared to the 12 bit format.

Frames Per Second (also known as: Frame Rate)

The 'frames per second' setting only applies when you select the AVI recording format.

If you lower the frame rate, you will reduce the computer processing requirement which may then allow you to increase the video recording size without affecting the computer performance, but bear in mind that many webcams are optimised to record video at 30 frames per second, so reducing the frame rate may not always help.

You may also find that setting the frame rate to a value that is a divisor of 30 may help to improve performance, for example: try setting the frame rate to 10 or 15.

Maximum Recording Time

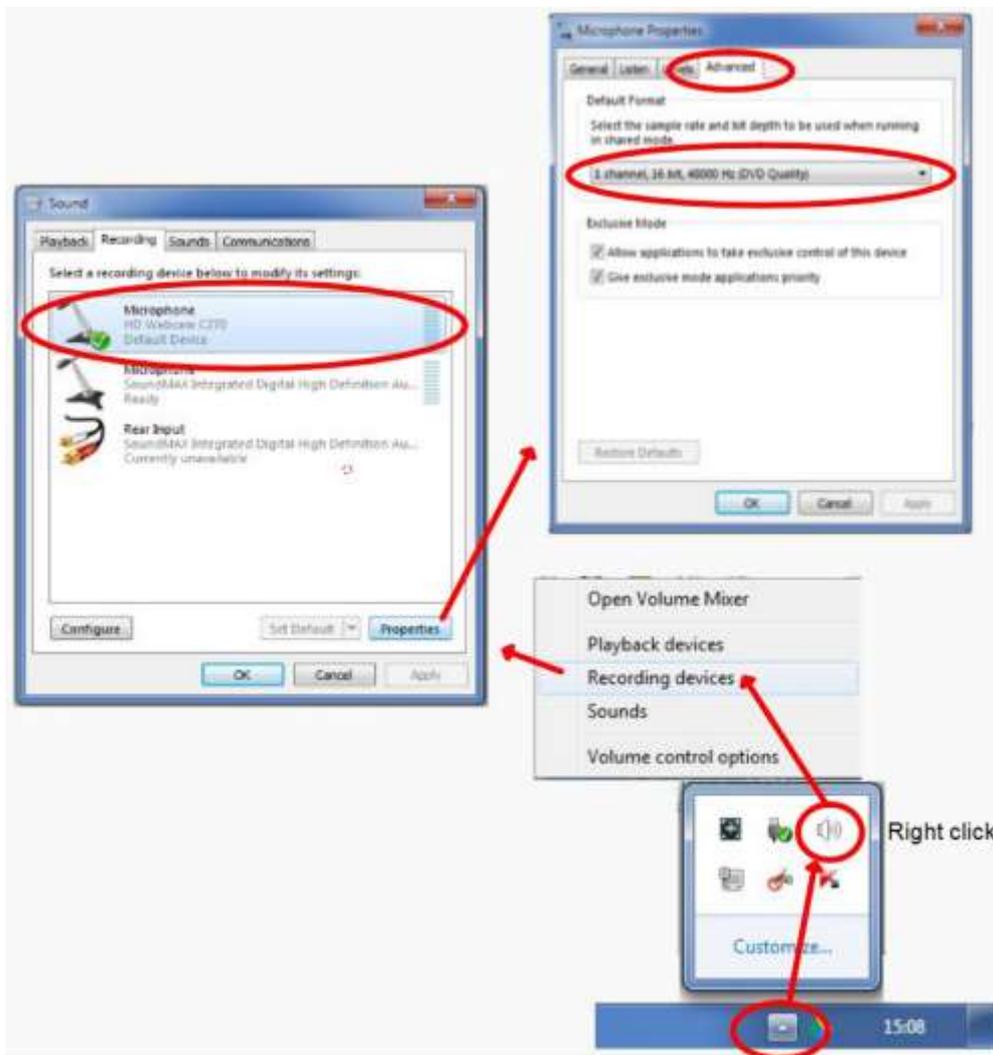
Finally, increasing the maximum recording time will cause your computer to create larger video files, which may lead to occasional video preview freezing during the recording as a result of prolonged file streaming to the hard disk.

Suggested Audio Settings

Audio input format

This RightBooth audio setting lets you choose the quality of the audio that is fed to the software from the microphone. See the section: **Audio Settings**.

You may achieve better recording results if you ensure that your chosen Audio Input Format matches that of your microphone default format in the system. To do this, right click on the Desktop Tray Speaker icon, select '**Recording devices**', then choose your selected Microphone and look at its Advanced properties. In the example screen shot below, our chosen audio recording device is the **HD Webcam C270 microphone** and its default recording format is **1 channel, 16 bit, 48000 Hz (DVD Quality)**...



Therefore in this example, to match this in RightBooth, you would select **48000 Hz, 8 bit, Stereo** in the Audio Input format combo box within the RightBooth Settings.

Microphone

When recording video using a webcam, in the RightBooth settings you would normally select the webcam's microphone for recording the audio.

However some webcam microphones can be problematic with peripheral sound so you might want to use a different microphone, one that is independent from the webcam.

Most (if not all) computers have integrated sound cards and they usually provide a microphone input located on the computer case. If so, try obtaining an external microphone, plugging it into this microphone input and then selecting it in the RightBooth Audio setting's Microphone combo box.

In conclusion, there is no easy answer to finding the optimum video and audio recording settings without experimenting. Remember to start with low quality, low resolution recording settings, and gradually work your way up to higher quality and higher resolutions until you reach the optimum settings for your equipment.

Using Snap Camera in RightBooth

Snap Camera is an app from Snap Inc that allows you to apply lens effects onto live webcams, as found in the popular SnapChat app. These effects can then be made to appear when playing your RightBooth event, allowing your users to select them and apply them to their RightBooth photo captures and video recordings. Here's how:

Download and install Snap Camera from here: <https://snapcamera.snapchat.com/>

Configure Snap Camera Settings

Run Snap Camera. In Snap Camera settings:

- Choose your webcam
- Set the 'Turn Lens On/Off Hotkey' to 'Num + 0'

Choose your Snap Camera lenses

Now choose your favourite Snap Camera lenses and set their Hotkeys to Num + 1, Num + 2, Num + 3, etc. Note that RightBooth can control up to 9 Snap Camera lenses (i.e maximum hotkey Num + 9). Here we have chosen 3 lenses and have defined their hotkeys accordingly:



Keep Snap Camera running and we'll now turn our attention to getting RightBooth working with Snap Camera.

RightBooth Settings for Snap Camera

- In RightBooth Video Settings, choose the webcam: **Snap Camera Virtual Device**
- In RightBooth 'Overlays and Props' Settings, set the Snap Camera **Total lenses** value to the number of favourite lenses you have defined in the Snap Camera app. Note, in our example we set this value to 3.

Adding Snap Camera Interaction to RightBooth

Open the RightBooth event in which you would like to use Snap Camera lenses.

In Event Design → Event Structure → Start, tick the option: **Reset Snap Camera**. By doing this you will cause Snap Camera lenses to be removed from the webcam each time the event shows the Start screen. This is useful to allow you to clear the previous user's Snap Camera activity.

Now you can add various **Snap Camera actions** to any event screen item (such as buttons or images) in order to allow users to show/hide and select any of your defined set of favourite lenses. For more information on the Snap Camera actions available within RightBooth see the section: Action Properties, Click action.

Note that you can choose to add Snap Camera lens actions on any screen in the event and this gives you a lot of design flexibility. Examples of some of the things you can do:

- Allow users to select a Snap Camera lens before each RightBooth photo is captured.
- Allow users to select a Snap Camera lens before each RightBooth video is recorded.
- Allow users to change Snap Camera lenses while a RightBooth video is being recorded.

IMPORTANT RULES:

- 1) Always start the Snap Camera app before you start the RightBooth app.
- 2) Ensure that Snap Camera is not showing any lenses prior to playing your event.
- 3) Do not use the Snap Camera app or the keyboard hotkeys to select lenses while your event is playing.

Creating a Printing and Emailing Station

RightBooth can be configured to print user's photos and to email user's videos, photos and messages. This normally happens on a single computer, while the event is playing and after each user has finished with the system. But you may find it more convenient to set up a second computer to act as a printer station and/or an emailing station. This allows the main computer to concentrate on playing the event and creating files, while the second computer becomes responsible for printing photos and/or emailing files independently from the first computer.

Overview

You will need two computers, both running RightBooth. Computer 1 will play the event. Computer 2 will print photos and/or email files. Both computers will require access to a shared folder where the event videos, photos and messages will be located. There are a number of ways this can be achieved, including:

- Connecting the two computers to a network (the same network) and configuring them both to have unrestricted access to a shared folder on one of the computers.
- Connecting both computers to the Internet and configuring them both to have unrestricted access to the same remote cloud storage folder, such as a Google Drive, OneDrive or DropBox folder.

There are numerous articles on the Internet describing how to achieve folder sharing and connectivity between two computers.

Configuring RightBooth

On Computer 1

- In RightBooth Settings → Folders & Files, add your chosen Shared Folder to the list of folders in the section: **Copy files to other drives and folders**
- Tick all the file copy options against the Shared folder: Photos, Thumbs, Prints, Videos, Text, User details + Emails

If your event is set to create print layouts, to prevent Computer 1 from performing any photo printing:

- Look in RightBooth Event Designer → Event structure → Print photos
- Set: **Print photos taken during the event to No.**
- Un-tick: **Ask the user**
- Tick: **Save to Event Tasks** - This will cause Computer 1 to create print layout files that will then be copied to your Shared Folder to allow Computer 2 to process them.

If your event is set to send emails to users, to prevent Computer 1 from performing any emailing:

- Set: **Email the event videos to: Later**
- Set: **Email the event photos to: Later**
- Set: **Email the event messages to: Later**
- Ensure all the **Ask the user** options are **un-ticked**

Now when the event plays, user files and emailing instructions will be copied to your Shared folder, to allow computer 2 to process them.

On Computer 2

In RightBooth Settings → Folders & Files:

- Tick: **Set Tasks & Publish folder**
- Click the **Change button** to locate and add your Shared Folder

This will cause RightBooth on Computer 2 to monitor the Shared Folder, waiting for event files created by Computer 1.

The Process

On Computer 1

Run RightBooth and play the event. Each time a file is created by a user, RightBooth will copy the file to the Shared Folder.

On Computer 2

Run RightBooth and click the Tasks button (on the main window) to access the Tasks Window. RightBooth will now monitor the Shared Folder looking for new user files created on Computer 1. New photo print layouts and/or email files will then appear listed in the Tasks Window as soon as they appear in the Shared Folder. And files can then be printed and/or emailed at your discretion.

Event Packaging

RightBooth 7 comes with an **Event Packager** that provides you with an easy way to distribute your event files to other computers or to other users who are running any edition of RightBooth.

The Event Packager will take an existing event file, together with all its referenced content files and then create a single package (file) that contains all the files necessary to play the event on another computer running RightBooth.

You will find the Event Packager useful for the following purposes:

- Transferring your events plus content to another of your computers running RightBooth.
- Making backups of your events plus content.
- Distributing your events plus content (freely or commercially) to other RightBooth users. See Disclaimer below.

Creating a package

Note: Packages may only be created using the RightBooth Diamond Unlimited edition.

- In RightBooth, open the event file you would like to package.
- On the main RightBooth window, click the **Package button**.
- On the Package window, click the **Create button**, choose a filename for your package and RightBooth will then create the package file.
- The package file will normally be saved in the folder: `\Documents\RightBooth7\Package` with the file extension: `.rbep`, but you are free to choose any other location, including saving to an external USB drive.

Points to note:

- A package is a single file that contains multiple other files.
- When creating a package, RightBooth will add the currently open event file into the package together with all its referenced content files: images, videos, animations, sound, html and text files.
- If the packaged event file contains references to other event files, then the other event files will also be added to the same package together with all their referenced content files and events.
- This process continues until all referenced event files have been added into the package. Note: Referenced event files include those that are specified in any **event flow section**, in any **event menu option** and in any **'Play event' action** that has been defined in any event screen item or event screen.

REMEMBER: A package may contain multiple your event files and a lot of content, so it may end up being a very large file.

Installing a package

Note: Packages may be installed using any edition of RightBooth.

- Run RightBooth.
- On the main RightBooth window, click the **Package button**.
- On the Package window, click the **Install button**, choose the package file and then RightBooth will unpack and install all the packed files onto the computer.

When you install a package on a destination computer (or even on the source computer):

- All the event files in the package will be unpacked and placed within the current users event folder: **documents\rightbooth7**
- All the referenced content files (images, videos, animations, sound, html and text files) will be placed in the **RightBooth Media library**, normally C:\Users\Public\Documents\RightBooth7 Library.
- If a referenced file originated from the RightBooth Media Library on the source computer, then it will be placed in the **same folder** in RightBooth Media Library on the destination computer.
- If a referenced file originated from any other folder on the source computer, then it will be placed in the RightBooth Media Library in the sub folder: **Package\package_name**. where **package_name** is the filename that was used to create the package.

Here is an example to explain what happens:

- You have an event file named **videorecorder**
- This event file includes the image: **c:\images\myphoto.jpg**
- You create a package from this event file, naming it **videorecorderpack**

When this package is installed:

- The **videorecorder** event file is unpacked from the videorecorderpack file and placed in the destination folder: **documents\rightbooth7**
- The **myphoto.jpg** file is unpacked from the videorecorderpack file and is placed in the destination folder: **C:\Users\Public\Documents\RightBooth7 Library\Package\videorecorderpack**
- The installed videorecorder event file is then modified on the destination computer, such that all the content file references within the event file point to the new locations for the installed files.

IMPORTANT: When a package is installed, any files in the package that are already present on the target computer will be overwritten. **Note: The user will be given the option to cancel the installation prior to continuing.**

For this reason, if you are planning to distribute your package to other RightBooth users, you should look at giving your included event files fairly unique names before creating a package containing them. You should also give your package file a unique filename.

Please be aware that if you install the package to the same computer on which it was originally created, then the source event files will be modified and overwritten (as described previously). So if you plan to test the Package installer on the same computer you may want to make a backup copy of your original event files prior to installing the package. Or better still, always test your package installer on a different computer.

Suggestions for Best Practise

If you are planning to distribute a package to other RightBooth users, it may be advisable to:

- name your event file(s) and your package file with fairly unique names in order to reduce the chance of overwriting any recipient user's event files and package files which have the same filename.
- before designing any events that you plan to package, get into the habit of creating your own unique sub folder(s) within the RightBooth Media Library, and place all your images, videos, animations, sound,

html and text files within the unique sub folder(s) i.e. all the personal content files that you intend to use within your event designs.

- then when designing your event files, rather than including files from random places and folders on your computer, always plan to include ALL your referenced content files from the RightBooth Media Library.

Here is an example:

Let's say you are running a photo media supply business **Snaporama** (made up name !) and you plan to distribute your RightBooth packages to other users. Here are some suggestions for organising your unique approach to packaging:

- Create the folder: **C:\Users\Public\Documents\RightBooth7 Library\Images\Snaporama**. Place all your own image files (i.e those that you plan to use in your event designs) within this folder. Note that you can create and use further sub folders within this folder if you wish.
- Create the folder: **C:\Users\Public\Documents\RightBooth7 Library\Videos\Snaporama**. Place all your own video and animation files (i.e those that you plan to use in your event designs) within this folder. Note that you can create and use further sub folders within this folder if you wish.
- Create the folder: **C:\Users\Public\Documents\RightBooth7 Library\Snaporama**. Place any other files that you plan to use in your events within this folder. For example, text files, audio clips, html files, etc. Note that you can create and use further sub folders within this folder if you wish.
- When you save your event files, make sure they are saved with fairly unique filenames. In our example you could choose to include the name of your business within the event filenames. So let's say you create a package that contains two events: a questionnaire event and a photo capture event, you could name the event files: **Snaporama-questionnaire.rbe** and **Snaporama-photo-capture.rbe**
- When you save your package file, make sure it is saved with a fairly unique filename. In our example you could name the package file: **Snaporama-questionnaire-and-photos.rbep**

Remember: Naming your files this way will reduce the likelihood that you will overwrite any files in the Media Library on the recipient's computer.

Disclaimer

If you are planning to distribute your event designs to other RightBooth users, then your events should only include content that you know is freely distributable, in other words, it is material that you either own, is copyright free or has the permission of the content creator to be freely distributed. You will be required to agree to take full responsibility for your packages prior to creating them and Aire Valley Software will not be held responsible, accountable or liable for any issues arising from your decision to distribute copyright material.

Uploading RightBooth Files To Social Media Sites

By using RightBooth 'Copy files' settings and external Web Service Automation Tools it is possible to publish files created by RightBooth onto Social Media sites such as Facebook and YouTube so that they can be viewed immediately by event attendees using their personal devices (e.g phones and tablets). Here we explain how to use cloud storage and a web service automation tool to publish RightBooth files to a Facebook account.

Step 1 - Obtain Some Cloud Storage

There are now plenty of companies offering free web based storage space for saving files on remote Internet servers that can be accessed publically via various web browsers and web apps. At the time of writing, DropBox (www.dropbox.com) offers 2Gb of free storage, Google Drive (www.drive.google.com) 15Gb and Microsoft Onedrive (www.onedrive.live.com) 15Gb.

Simply create an account with one (or more) of these providers to obtain your free cloud storage and make sure you install the provider's client app. This will create a local folder on your hard disk that is synchronised to your cloud storage folder. Then, any file that you copy into your local cloud storage folder will be automatically uploaded to the associated cloud storage folder.

Step 2 - Configure RightBooth for Cloud Storage

You can set-up RightBooth so that each time a new event file is created, a copy of it will be added to the local cloud storage folder and then will be automatically uploaded to the associated cloud storage location on the Web. See the section **Settings Output Folder** for how to configure RightBooth for copying files to a local cloud storage folder.

Step 3 - Set Up Web Service Automation To Facebook

There are a number of free web services available that allow you to connect different web services together in order to achieve various tasks, such as copying files from a cloud storage folder to a Facebook or YouTube account.

One such service is IFTTT (www.ifttt.com), an abbreviation of **If This Then That**. Create a free IFTTT account, then using the simple interface provided on the IFTTT site, create a personal recipe to copy files from your chosen cloud storage folder to the Photos folder in a chosen Facebook account.

The end result will be a simple two step automation process that will copy each uploaded cloud storage file into a Facebook users Photos folder.

Once configured, files created in a RightBooth event will be automatically:

- copied to the DropBox local storage folder
- uploaded to the DropBox Public cloud folder
- copied to the Photos folder of the designated Facebook account, where they can be viewed by your event attendees.

Sending Files To YouTube

IFTTT currently doesn't support sending files to YouTube. If you require this feature then consider the above approach and in Step 3 using the alternative automation service **zapier**, available from <https://zapier.com>

Making Remote Changes to RightBooth Events

Using the Remote Changes features in RightBooth allows the app to monitor a specific 'changes' folder on the computer looking for a 'changes file'. This is a text file containing your 'change instructions' which will cause RightBooth to make content modifications to the currently playing event file. The changes folder can also contain new or updated image and video files, which RightBooth can be instructed to display within the playing event file.

So the Remote changes feature provides you with a flexible system for updating your events with new content 'on the fly'. And if the designated 'changes folder' is a shared cloud storage folder such as a Google Drive folder, it then becomes possible for you to change your playing events from a remote location.

We will explain how to do this by way of an example.

You run a party room hire business and you have a number of rooms at various locations country wide that can be booked for events such as birthdays and anniversaries. At each of your locations you have RightBooth running on a permanently installed video booth, allowing party guests to record video messages and photos for the host.

You like to make the RightBooth events more personalised so you always edit the event to include the name and a photo of the party host. For example, for a particular booking at one of your locations you have an event file called 'host'. In this event file, you edit the Start screen by adding a label item that states:

'Welcome to John's retirement party!!'

And you also include a photo of John on the Start screen contained within an image item.

The following week, the same location is booked for Jill's 40th birthday. You now find you have to physically visit your location, and edit the RightBooth event file, changing the label item message and replacing John's image item with an image of Jill. However, there is an easier way to make these changes without having to travel to your locations, by using the RightBooth Remote Changes feature.

Continuing with our example, at your host location, perform the following:

- Set up RightBooth for remote changes
- Visit the Folders & Files section of RightBooth Settings.
- Tick the option: **'Allow remote changes'**.
- Use the **Change** button to locate a folder on the system that will be used for remote updating of instructions and files. As mentioned, if you choose a folder that is a local cloud storage folder, you will then be able to change the content of this folder remotely using the same cloud storage account, and therefore you will be able to affect the RightBooth event remotely.

Set up your host event file for remote changes

- Open the host event file.
- In RightBooth, go into the Event Design section and look at Event Structure. In here, tick the option: Allow remote changes. This will allow your chosen event file to accept remote changes.

Name the screen items that are to be changed

Continuing with our example, on the Start screen of the host event, select the label item containing the personal message. Show the Property toolbox and add a name for the label item using the Name property. In this example we will name the label item: **'event-message'**.

Again on the Start screen, select the image item that contains the personal image item and also give it a name. This time we'll name it: **'event-image'**.

Your system is now ready to accept remote changes.

Performing a remote update

From your home location you now want to change the remote event from **John** to **Jill**.

Obtain a photo of Jill (in our example: `jill.png`) and place this file in your local cloud storage folder. The file will then be automatically uploaded to the cloud and downloaded into the cloud storage folder on the system at your remote location.

Run NotePad and type the following lines:

```
Event-message=Welcome to Jill's 40th birthday party!  
Event-image=jill.png
```

Now save this file into your local cloud storage folder using the reserved filename: **rb6changes.txt**.

This file will then make its way to your remote system, again courtesy of your chosen cloud service software.

On the remote system, when you run RightBooth and play the event, prior to showing the event Start screen, RightBooth will automatically open the file `rb6changes.txt` and will then perform the specified content substitutions for any named text, image and video items in the event. And because RightBooth periodically returns (or times out) to the Start screen during the play session, it will continue to alter the event content each time you alter the `rb6changes.txt` file.

If you have a number of remote locations and you want to alter different event content at each location, to avoid any mix ups simply configure RightBooth at each location to monitor a different sub folder on your shared cloud storage folder. That way, each folder can have its own `rb6change.txt` file.

Specifying an Event Folder Name

You may want to alter the folder into which the remote RightBooth event will save all users photos and videos. To do this you need to add another line into the `rb6change.txt` file with the key phrase:

event-folder-name

followed by the required folder name. So continuing with our example you could add something like this:

```
event-folder-name=jills40birthday
```

So now all Jills photos and videos will be saved into a separate folder on your remote system and will not be mixed in with Johns files.

Note: Don't forget to use the '=' character in all your content definitions within the `rb6change.txt` file.

Obtaining the Video Conversion Utilities

FFMPEG Utility

RightBooth provides a number of features that are fulfilled by handing over control to the FFmpeg Utility, if it is present on your computer, including:

- converting recorded videos into the MP4 (MPEG) file format or the MOV (Quicktime movie) file format.
- applying lip sync adjustment to your video recordings.

The FFmpeg utility is a freely available piece of software that you can download, place on your computer and use for your own personal requirements. In order for Rightbooth to instruct the FFmpeg utility to perform an action, the program FFmpeg.exe must be present on your computer in the current user's local AppData folder.

You can do this as follows:

- Visit the FFmpeg web site at: <https://www.ffmpeg.org>
- Using the links on the website, go to the FFmpeg Windows package download page. At the time of writing, the Windows package download page is available here: <https://ffmpeg.zeranoe.com/builds>
- Download the **FFmpeg 32-bit Static Version file**. This is normally a compressed **7Z** file which contains the required FFmpeg.exe file.
- When the 7Z file has downloaded you then need to open it using the free software tool **7-Zip**, which can be obtained here: www.7-zip.org
- Open the 7Z file and locate the file FFmpeg.exe file within the folder structure of opened 7Z file, then **Extract** the file into the user's local RightBooth7 application data on your computer. Example:

`c:\users\nigel\appdata\local\RightBooth7\`

Once FFmpeg.exe is present in the RightBooth Program Data folder, RightBooth will be able to instruct the utility to perform your required actions as and when they are required.

Handbrake Utility

RightBooth can make use of the Handbrake Video Converter Utility to convert your RightBooth video files into MP4 video files.

The Handbrake Video Converter Utility is a freely available piece of software that you can download, place on your computer and use for your own personal requirements.

In order to facilitate this, you must download the HandbrakeCLI command line utility and place it in the user's local RightBooth7 application data folder on your computer.

To do this, follow these instructions:

Visit the official Handbrake Command Line Downloads page here: <https://handbrake.fr/downloads2.php>

- Click on the **Windows Download link** to download the HandbrakeCli zip file to your computer. Make sure you choose the correct link for your computer, either 64 bit or 32 bit.
- Go to the Downloads folder on your computer.
- Here you will find the file you downloaded in Step 1. It is a zip file named something like HandbrakeCLI-1.0.7-win-x86_64

- Double click on the zip file to open it and access its contents
- Right-click on the HandbrakeCli application and select **Copy** from the Popup menu.
- In Windows Explorer, browse to the folder: **c:\users\your_name\AppData\Local\RightBooth7**
- Right click in the folder and select '**Paste**' from the popup menu to paste the HandbrakeCli application into the folder.

- Run RightBooth
- Go to **Settings --> Video**
- Choose the option: **convert to MP4 (Handbrake)**

Now each time you record videos, RightBooth will instruct Handbrake to convert them to MP4 files.

Creating A DVD of your recordings

There are a number of applications available to allow you to take your recordings and create a movie file suitable for burning to DVD, including creating an interactive DVD menu. Here are just a few to consider:

MAGIX Movie Edit Pro

<https://www.magix.com/gb/video/movie-edit-pro/>

DVDStyler

<http://www.dvdstyler.org/en/>

WinX DVD Author

<https://www.winxdvd.com/dvd-author/>

DVD Flick

<http://www.dvdflick.net>

VideoPad Video Editor – NCH Software

<http://www.nchsoftware.com/videopad/>