

# Use RightBooth to Provide an Independent Media Sharing Station Event

This tutorial provides a Step-By-Step guide on how you can set up an independent Media Sharing Station using RightBooth. The Sharing station will watch a folder on your computer for the arrival of videos and photos from other sources and applications.

The Sharing Station will be able to share photos and videos to your user's mobile phones without them requiring any Internet connectivity. It can also be used to print photos and send files by email.

And it's only going to cost you the price of a RightBooth product code, plus a cheap WiFi router, which will probably cost you nothing at all if, like me, you have an old router gathering dust in a cupboard somewhere.

## Requirements

- Windows computer.
- A router.
- Ethernet cable.
- RightBooth. Version 7.7.0 or newer.

## Task List

- **Task 1** – Set up a Local Web Server. – A one-time task.
- **Task 2** – Set up a Private Local Network. – A one-time task.
- **Task 3** – Create a RightBooth Sharing Station Event.
- **Task 4** – (Optional) Allow the Sharing Station Computer to Receive Files From A Second Computer On Your Private Local Network. – A one-time task.
- **Task 5** – Copy videos and photos into the Sharing Station Watch Folder

Now carefully follow all the steps in this Tutorial and you will have a fully functional Sharing Station that can be used as a general purpose sharing station for accessing videos and photos via QR code scanning

# Task 1 – Set up a Local Web Server

## Background Info

Web servers are apps that usually run on dedicated remote computers (somewhere on the Internet) and they host most of the world's web sites. When you enter a web site address into your browser, the browser gets directed to the appropriate web server (somewhere in the world) and that server then returns relevant web pages to your browser.

The RightBooth Sharing Station that you are creating will be making use of a web server and it will be responsible for serving the RightBooth photos and videos to your users, but we don't want the web server to run on a remote computer and we don't want to involve the Internet, so we need the web server to run locally on the Sharing Station computer. And the application you are going to be using for this is **WampServer**.



WampServer is a truly amazing piece of software. It's mature, well used, well supported and Yes, it's totally free!

### 1.1 Get WampServer

On the Sharing Station computer head over to <https://www.wampserver.com/en/>

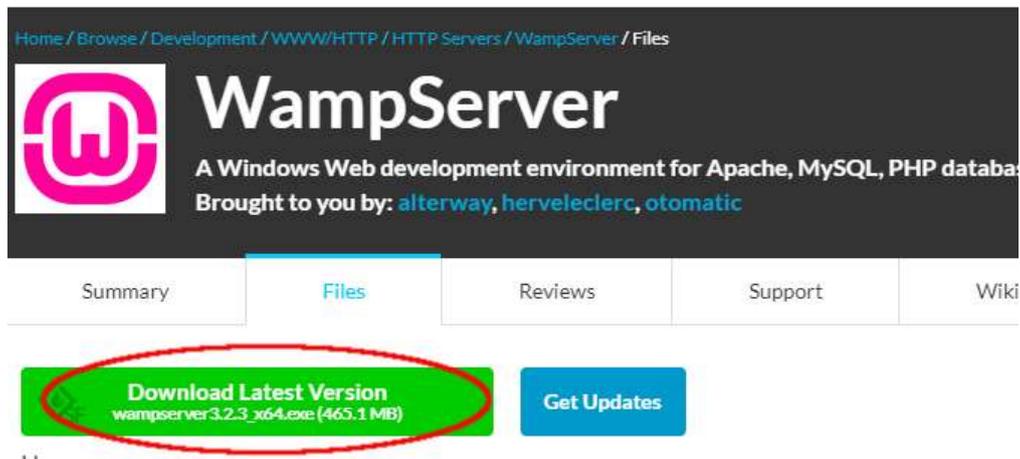
Scroll down the main web page to find the download buttons and click the appropriate one depending on whether you are running a 32 bit or 64 bit version of Windows on your computer. If you are running Windows 10 you probably will need the 64 bit version of WampServer:



You will then be asked to provide your details. You can choose not to provide details and simply click the link to download it directly:



You will then be taken to the SourceForge page where you can download the WampServer installer. Be patient, it is a big file !...



## 1.2 Install the Packages Required By WampServer

When you've downloaded the WampServer installer, you will find it in your Windows 'Downloads' folder, **but before you start installing it** you first need to check that you have various Microsoft packages (required by WampServer) installed on your computer.

To check if you have the necessary packages, go to this website:

<https://wampserver.aviatechno.net/>

Scroll down the web page to the section: **'Visual C++ Redistributable Packages'**:



Here you will find links to eight Microsoft VC++ packages that are required for WampServer to work correctly.

**Download and run each of the four x86 packages** to install them all.

Then if you are running Windows 64 bit (very likely), **download and run each of the four x64 packages** to install them all.

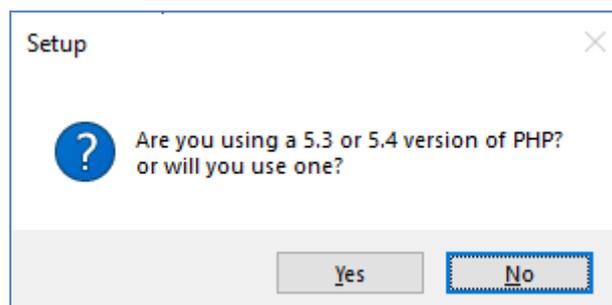
Note that as you install the packages you will probably be told that one or more of them are already installed on your computer, but it is worth checking them all. You may also have to reboot your machine a few times during all this. Again, be patient, do what each of the installers ask of you.

When finished, you should check that you have installed all the packages correctly.

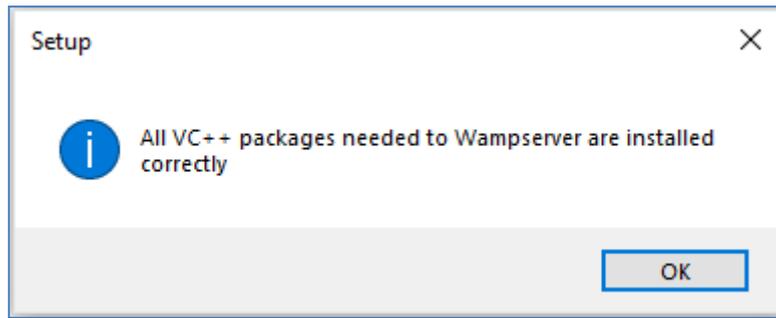
To do this, scroll down to the **'Tools'** section of the above website and click the link: **'Check VC++ packages installed'** :



This will download the app: **'check\_vcredist.exe'** to your Downloads folder. Once downloaded, run this app, and when asked, say **'No'** to this question:



The app will then check to see if all the required packages are installed and if they are, you will see this message:



If you don't see this message, the app will tell you which of the packages are yet to be installed.

### 1.3 Install, Run and Configure WampServer

Once the all the previously mentioned packages are installed you can then confidently run the WampServer installer which you previously downloaded into your Windows Downloads folder. At the time of writing, this installer is: **wampserver3.2.3\_x64.exe**

During the WampServer installation you will be shown quite a few screens.

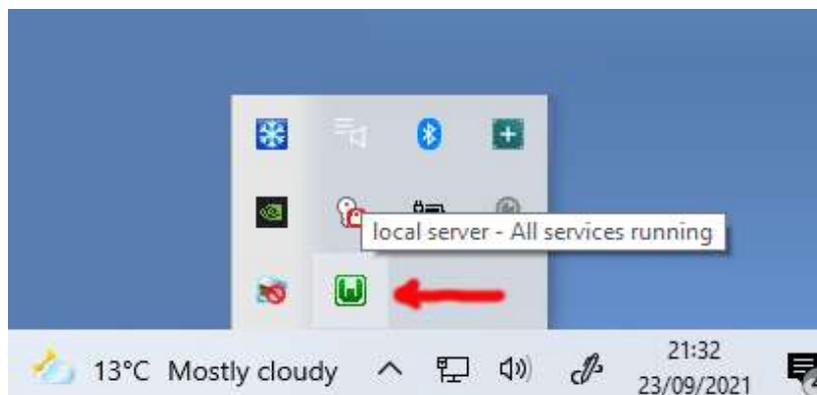
**IMPORTANT: Accept all the defaults** and click 'Next' on all the sections. WampServer will then be installed into the default folder **c:\wamp64** on your computer.

**Please do NOT alter the WampServer installation folder** as this is required by RightBooth (see later).

After the installation completes, you should reboot your computer.

You will now find the WampServer app (**Wampserver64**) on your Windows Start Menu. Click the icon to run it. When WampServer is starting, you will see a few black Command prompt windows briefly appearing. Don't worry, this is normal.

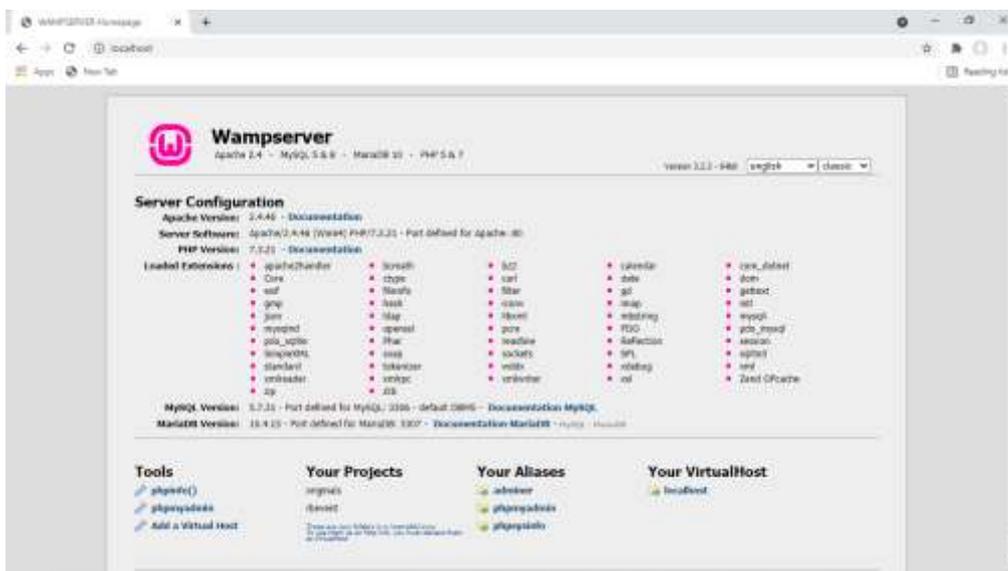
Once WampServer is running you will see its icon on the Windows Task Bar. The icon may appear either coloured red or orange and if so, wait until the icon turns green which signifies that WampServer is running correctly. If you hover over the icon you will see the message shown in this screen shot:



If your WampServer icon doesn't turn green then I'm sorry but I can't help you, you will need to delve into the extensive WampServer documentation to find out why it isn't running correctly. All I can say is that I

have installed WampServer on two of my computers and it has worked perfectly on both. And I know many RightBooth users who are doing the same without problems. So I'm reasonably confident that you will have the same outcome 😊

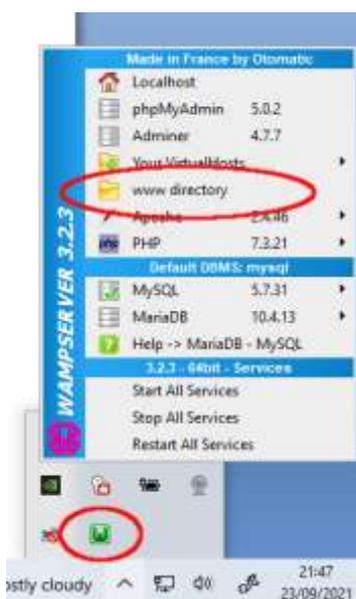
OK. If you've got this far then **Congratulations** you are now running your own local web server on the Sharing Station Computer. To test it, fire up your browser and type **localhost** into the browser's URL text box, press the Enter key and you will see a web page that looks something like this:



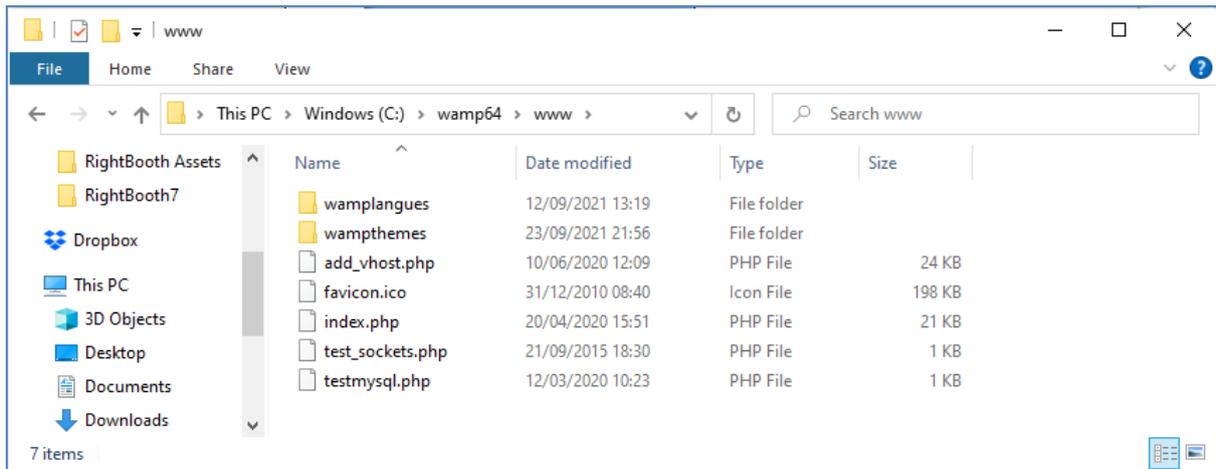
What you are looking at here is the default local website that has been installed by WampServer, and it is being hosted on your local web server.

So where on your computer is this local website?

On the Windows task bar, click on the WampServer icon to show a popup menu. Then click on the menu item **www directory**:



You will now be shown the folder where the local web site is located, which by default is in the folder: **c:\wamp64\www**. The **www** folder contents will look like this:

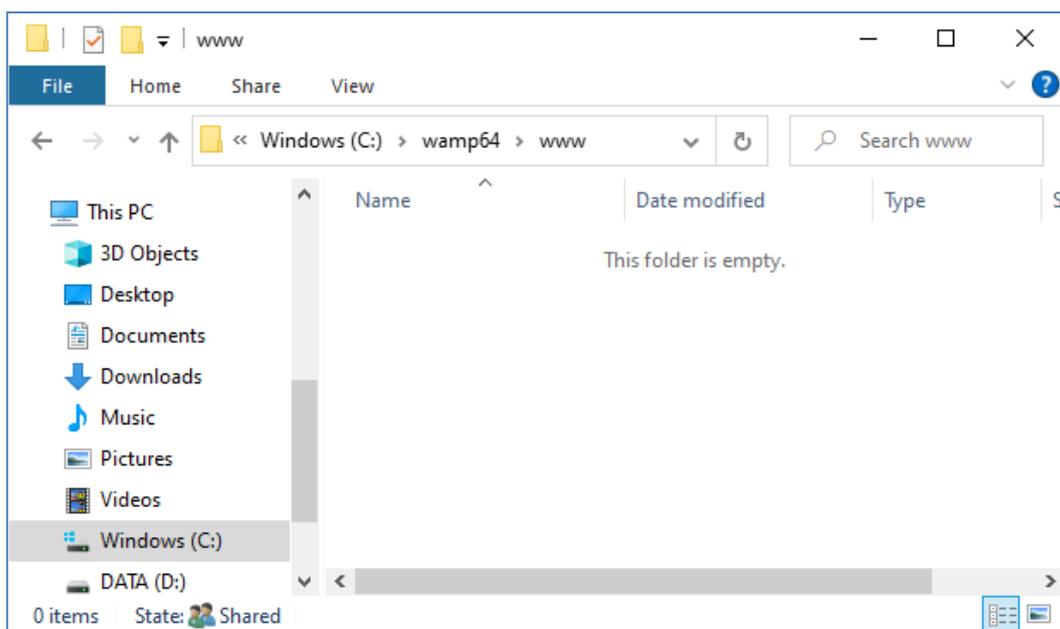


...and your web browser is currently showing you the web page defined by the file **index.php**.

## 1.4 Remove the Default WampServer Website files

The default local website is of no use to us so we are going to delete it. Why? Well if we don't delete it then it could be viewable by users of your Sharing Station when they are using their mobile phones to access their files. This is not really a problem but this website is not required, it could be confusing to your users if they browse to it and it serves no purpose for your users, so you can safely delete everything from within the **www** folder.

So using File Explorer, remove the files and the sub folders and you will be left with this empty **www** folder:



Note: To do this you will need to be running Windows with an Administrator account login.

Now once again type **localhost** into your browser's URL text box, press the Enter key and you will see a default web page that looks like this, which indicates that the WampServer www folder is now completely empty:



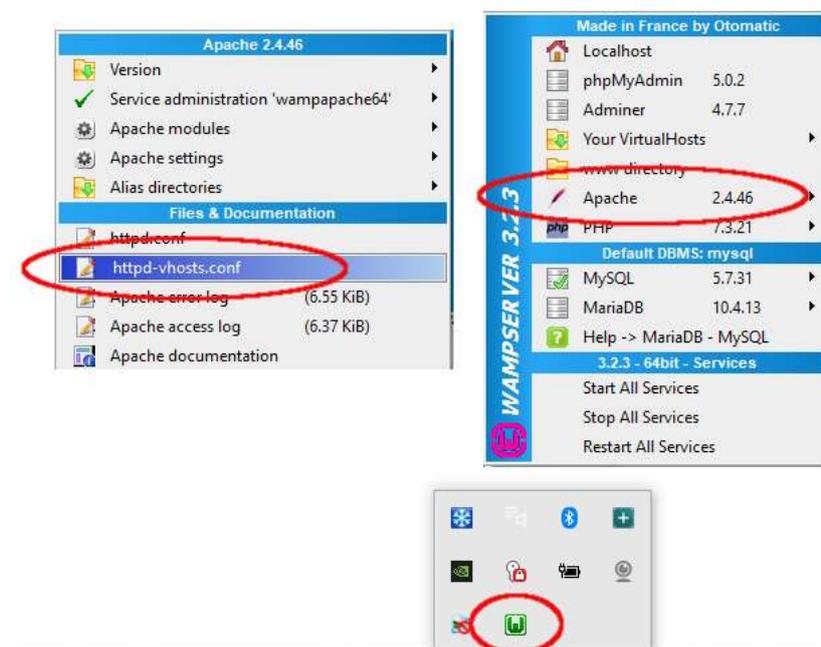
**IMPORTANT:** If you find that you cannot access the default web page, it might be because access to Port 80 is blocked on your computer. This video explains how you can unblock Port 80 on your computer:

[How to unblock such ports: 80, 443, 25565, 4950, 2955, 20, 27015 on Windows 10 & 7](#)

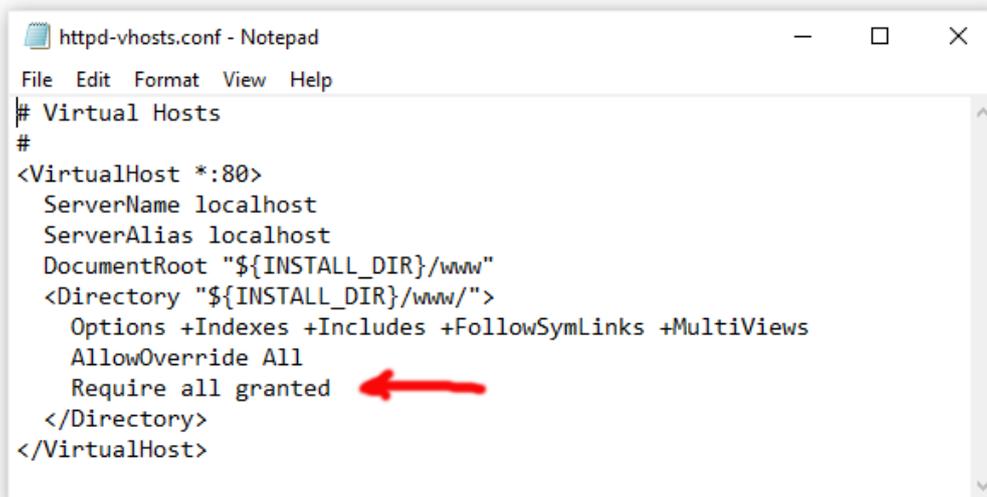
## 1.5 Configure WampServer To Allow External Access

The last thing you need to do with WampServer is to alter one of its configuration files. To do this:

- Click on the WampServer icon on the Task bar.
- Choose **'Apache'** from the pop up menu.
- Choose **'httpd-vhosts.conf'** from the sub menu:



You will now see the configuration file open in Notepad. Edit the line that reads: '**Require local**' and change it to read '**Require all granted**' like this:



```
httpd-vhosts.conf - Notepad
File Edit Format View Help
# Virtual Hosts
#
<VirtualHost *:80>
  ServerName localhost
  ServerAlias localhost
  DocumentRoot "${INSTALL_DIR}/www"
  <Directory "${INSTALL_DIR}/www/">
    Options +Indexes +Includes +FollowSymLinks +MultiViews
    AllowOverride All
    Require all granted
  </Directory>
</VirtualHost>
```

Then click **File** → **Save** to save the file, overwriting the original. This change will instruct WampServer to let your web site be accessible by devices other than the Computer itself, such as mobile phones or other computers (see later).

You need to restart WampServer to apply this configuration change. To do this, right click the mouse on the WampServer tray icon and choose **Exit** from the popup menu, then restart WampServer from your Start menu.

Now remember, the only thing you need to do each time you restart the Computer is to make sure you run WampServer to get your local web server up and running and ready for action !

## Task 2 – Set up a Private Local Network

Having a local web server is a great step forward towards having a RightBooth Sharing Station running, but it's going to be of no use to your users unless they can actually access your local web server from their mobile devices. Here's how:

### 2.1 Get yourself a cheap WiFi router

Now if like me you have changed your Internet Service Provider (ISP) over the years, you may well have one or two old routers in a drawer somewhere, so dig one out. It doesn't have to be a fancy model or provide state of the art features and you won't be using it to connect to the Internet. If you need to buy a router, shop around. I can guarantee you'll be able to find a new one for less than £30.

In this tutorial I am using a TP-Link N600 router which is about 3 years old (at the time of writing):



Next, check if your computer has an RJ45 Ethernet port and if so get yourself an RJ45 Ethernet cable and connect your router to your computer using any of the Ethernet ports on the back of the router:



**IMPORTANT:** Make sure you connect the cable to a LAN port on the router (usually yellow), do not connect to a WAN port or Internet port (blue). Check the port labelling.

Remember, you are not going to be using the Internet so you do not need to attach the router to any broadband service, e.g. a phone land line, fibre cable or satellite cable.

Now ideally you should be using an Ethernet cable for your router-to-computer connection but if your computer doesn't have an Ethernet port, you can still connect to your router over WiFi as long as your

computer has WiFi capability. If you need to connect your computer to the router via WiFi, open your network connection panel on the Windows tray, locate your router's WiFi network name (SSID) and connect to it. You will also need the router's WiFi network password, this should be shown on a label stuck to the router. Here you can see my TP-LINK router WiFi network is available for connection from my computer.



But just to repeat, ideally **you should use an Ethernet cable to connect your computer to the router** as this is the fastest and most reliable connection. Without an RB45 port on your computer you can still achieve a wired connection by obtaining a USB Ethernet Adapter, which will cost around \$10. Search Amazon for 'USB Ethernet Adapter':

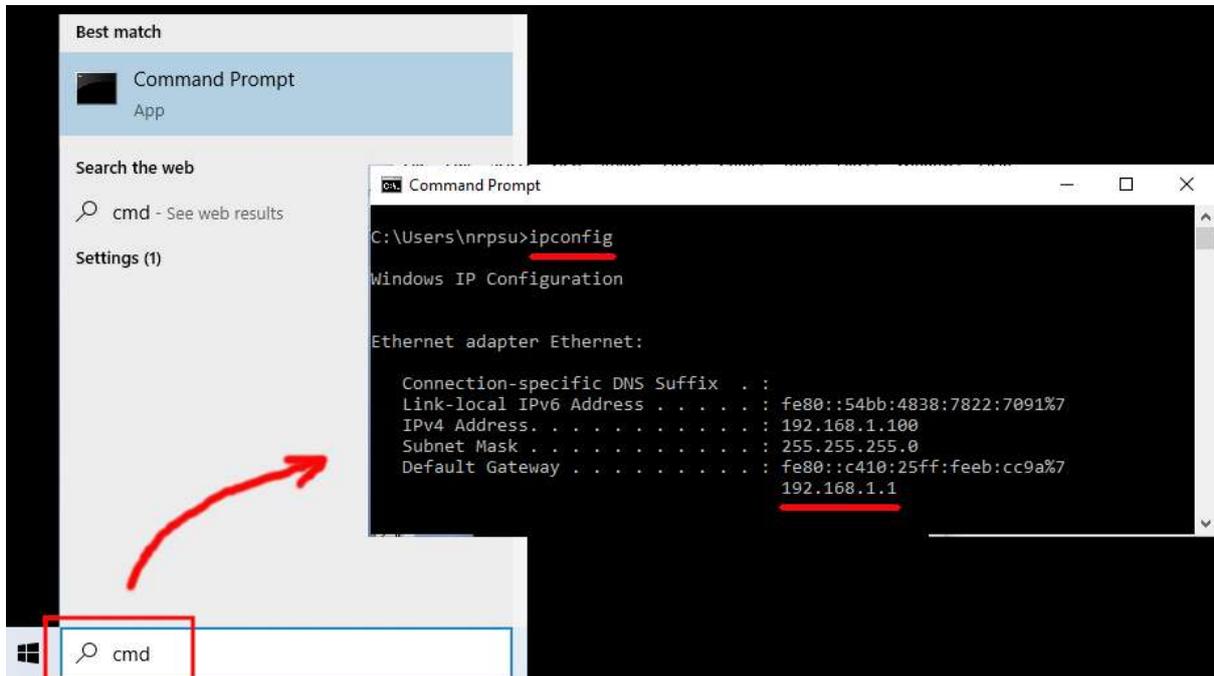


## 2.2 Check your router configuration

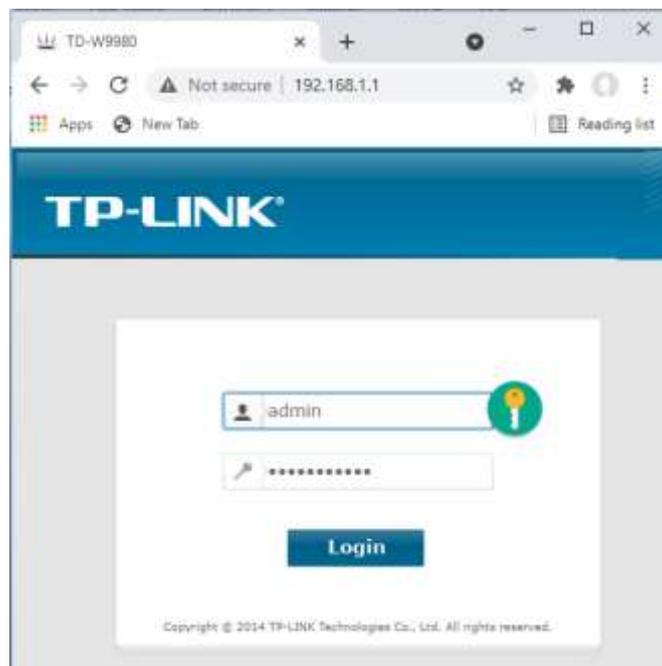
Switch on your router and let it initialise. You now need to check a few things on the router by logging into its Admin panel.

Use your browser to login to the router. In the browser address field, type the IP address of your router. Most routers default to using the IP address: **192.168.1.1** but this is not always the case, so you may want to confirm the IP address of your router. To find your router's IP address, type **cmd** in the Windows search bar and press **Enter** to open a command prompt window. In the window, type **ipconfig** and press Enter. Scroll through the information until you see a setting for **Default Gateway** under **Ethernet adapter** (if connected

via a cable) or **Wireless LAN adapter** (if connected via WiFi). The Default Gateway is your router, and the number next to it is your router's IP address. So make a note of it. Here you can see the IP address of my TP-Link router is 192.168.1.1:



So in your browser's address bar, type the IP address of your router and press Enter to access your router's login panel. Here you can enter your router's admin user name and password information which again you should find on a label stuck on the back of the router. In my example, my TP-Link router's login user name is **admin**:



After you login to the router, there are a couple of things you need to check.

In the router Admin panel find the **DHCP Server Settings** section and make sure that it is enabled. If not, enable it. Also make a note of the **Start IP address**. On my TP Link router you can see that the DHCP Server is enabled and the Start IP address is **192.168.1.100** (this will almost certainly be a different value on your router):

Status	<b>DHCP Settings</b>	
Quick Setup		
Operation Mode		
Network		
DHCP Server		
<b>DHCP Settings</b>		
Clients List		
Address Reservation		
Conditional Pool		
Dual Band Selection		
Wireless 2.4GHz		
Wireless 5GHz		
Guest Network		
USB Settings		
Route Settings		
Forwarding		
Parent Control		

**Group:** Default

**IP Address:** 192.168.1.1

**Subnet Mask:** 255.255.255.0

**DHCP Server:**  Disable  **Enable**  DHCP Relay

**Start IP Address:**

**End IP Address:**

**Lease Time:**  minutes (1~2880 minutes, the default value is 1440)

**Default Gateway:**  (optional)

**Default Domain:**  (optional)

**DNS Server:**  (optional)

**Secondary DNS Server:**  (optional)

Make a note of this Start IP address as you might need to use it later.

You can then log out of the admin panel app.

### Background Info

**“So what was all that about?”** Well I don’t want to bore you with all the details, but basically your router is providing you with a private local WiFi network. Only devices that are in range of the WiFi signal can connect to it, but only if users know your router’s WiFi network name and password. And each time a device (a computer, a tablet, a phone, etc) connects to your router, the router’s DHCP server will provide the device with a temporary IP address taken from the Start-End IP address range. So with my TP-LINK router, the first device that connects to it is given the IP address 192.168.1.100, the second device to connect is given the IP address 192.168.1.101, and so on.

Now because your computer is the first device to connect to your router after it is switched on, your computer will normally always be given the router’s Start IP address. On your computer, you can check that this is the case by again running a Command Prompt and typing **ipconfig**. This time, look for the line **IPv4 address** and check the IP address next to it. This is your computer’s IP address as provided by the router, and in my example you can see that my router has provided its Start IP address (192.168.1.100) to my computer:

```
ca. Command Prompt
C:\Users\nrpsu>ipconfig

Windows IP Configuration

Ethernet adapter Ethernet:

    Connection-specific DNS Suffix  . : 
    Link-local IPv6 Address . . . . . : fe80::54bb:4838:7822:7091%7
    IPv4 Address. . . . . : 192.168.1.100
    Subnet Mask . . . . . : 255.255.255.0
    Default Gateway . . . . . : fe80::c410:25ff:feeb:cc9a%7
                                192.168.1.1
```

As I say, make a note of this address as it might be needed later.

### 2.3 Test your local web server connection using another device

Now it's time to check that you can access your Computer's local web server from another device over a WiFi connection.

So get a mobile phone and visit its WiFi Connection Settings.

Make sure its WiFi feature is turned on, then find your router's name in the WiFi network list.

Here on my Samsung Galaxy S6 you can see my TP-LINK router is listed among a few other 'in range' networks:



Next, select your router on your mobile device and connect to it (you will need to enter the router's WiFi password).

You will then see that your phone is connected to your router, without any Internet access, which is what we want to achieve:



Now you can run the browser app on your mobile phone and type your computer's IPv4 address into the browser address bar.

As you can see in the screen shot (opposite) I am entering my IPv4 address (**192.168.1.100**).

Your phone will then access your computer and show you the empty Wampserver website in your phone's browser:

**IMPORTANT:** If you find that you cannot access the default web page, it might be because access to Port 80 is blocked on your computer. This video explains how you can unblock Port 80 on your computer:

[How to unblock such ports: 80, 443, 25565, 4950, 2955, 20, 27015 on Windows 10 & 7](#)



**IMPORTANT:** If at this stage you find that you cannot connect your phone to your computer's local web server then this usually means that your computer is preventing WampServer from delivering the web site data over the WiFi network. If so, try the following:

- i) **Stop your virus checker running.** If you are running a virus checker on the computer, it may be blocking the process, so close the virus checker app.
- ii) **Stop the Windows Firewall.** You will find this in **Windows Security → Firewall and network protection**
- iii) **Turn off the Windows Defender Firewall app.** Again you will find this in **Windows Security → Firewall and network protection**

There are more granular ways of overcoming this restriction without resorting to stopping your virus checker or firewall apps, but if you think about it, there is very little danger of your computer being compromised or infected with viruses while it is not connected to the Internet, so the only threat could come from users who are in range of your router who also happen to know your WiFi password. Therefore I would suggest that in this situation the threat to your computer is minimal at best.

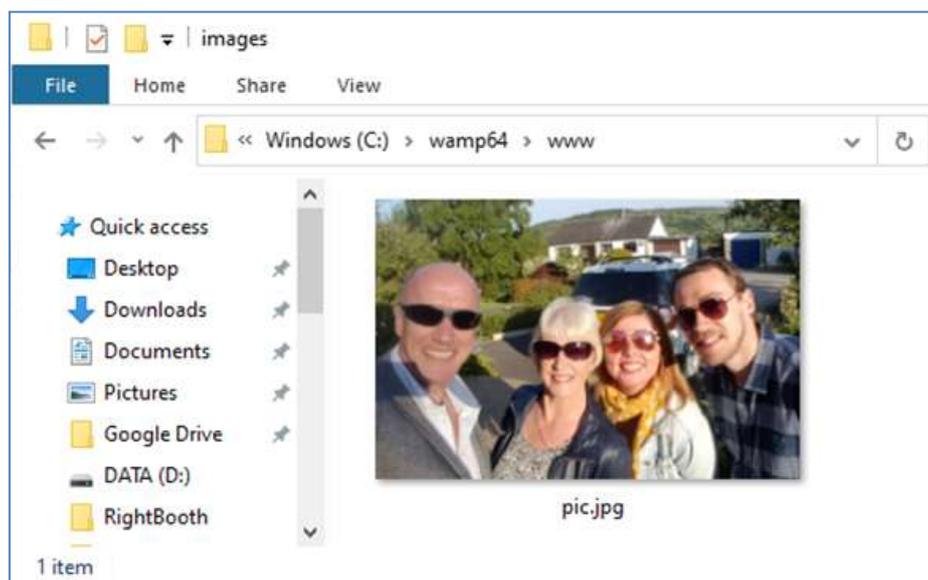
**Congratulations !** You are now using a local web server to provide a local web site to external devices over your own private local WiFi network and you are one step closer to providing a Sharing Station with RightBooth.

## 2.4 An enlightening experiment

So just to recap, you now have a web server running on the same computer that will be running the RightBooth Sharing Station, and this server is able to show a website on any device that connects to it over your private local WiFi network. You now have a system ready to serve media (videos and photos) to your users.

Before we continue, I want you to try a little experiment...

On your computer, find an image file and copy it into the www folder. Here you can see I've placed the image **pic.jpg** in the www folder:

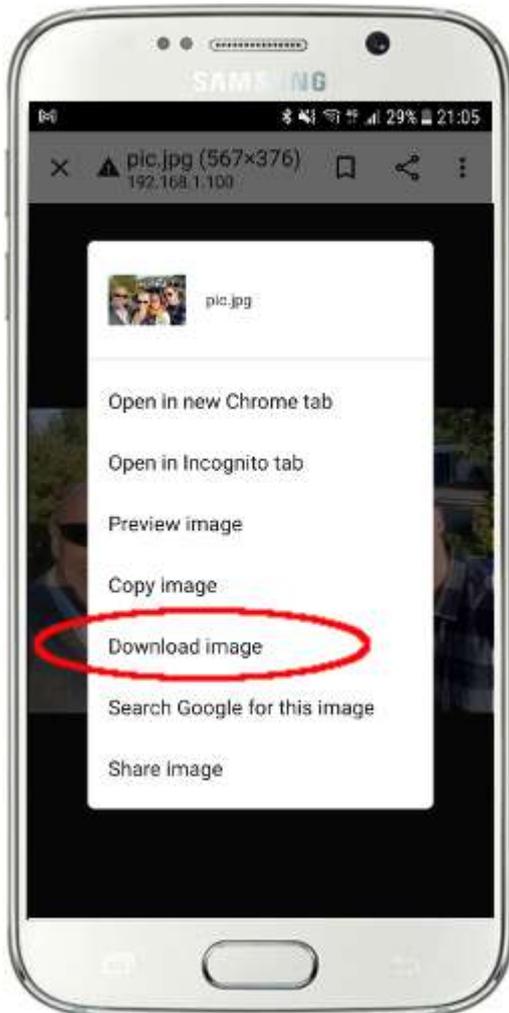


Now go back to your mobile phone and in the web browser address bar, enter your IPv4 address followed by **/pic.jpg** and browse to it. In my example I type this:

**192.168.1.100/pic.jpg**

And as if by magic, you are now viewing the pic.jpg on your phone...

And then you can download the photo onto your phone using your phone's download feature, which on the Galaxy S6 is to touch and hold on the photo to show a pop up menu, and then choose **Download image**:



Note: If this doesn't work for you, make sure you are running WampServer on your computer, as this has caught me out quite a few times while writing this tutorial!

So as you can see, as long as you know the full path and filename of a photo on the computer web server, the photo can be viewed and downloaded using the phone's web browser, and the same is true for video files.

So the general rule here is that any sub folder or file that is located in the computer's web site folder (**c:\wamp64\www**) can be browsed on another WiFi connected device as long as the path is made known to the device user, all courtesy of WampServer and your router.

## Task 3 – Create a RightBooth Sharing Station Event

If you haven't already done so, download and install the latest version of RightBooth onto your Computer. It is available from here:

<https://www.rightbooth.com/try.html>

Note: The Sharing Station features were introduced in RightBooth version 7.7.0.

### 3.1 Add Your Local Web Server Settings into RightBooth

Run RightBooth and go to **Settings** → **Social media** → **Local web server**

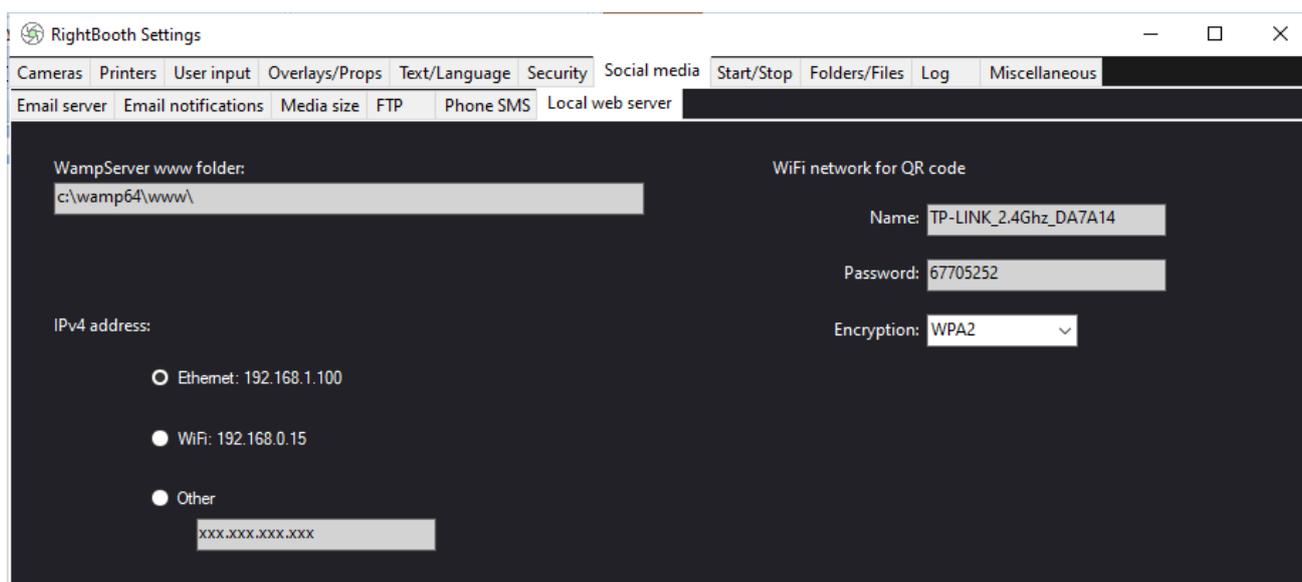
Make sure the '**Server root folder**' is set to **c:\wamp64\www\** **Note:** You should NOT need to change this.

Select your **Server IPv4 address**. If your computer is connected to your router with an Ethernet cable, select '**Ethernet**'. If it is connected by WiFi, select **WiFi**. By doing this, RightBooth will automatically use the required IP address provided by your router. You should see that RightBooth has automatically detected your IPv4 address provided by your router.

If you find that this is not working correctly (see later) you can select '**Other**' and enter the actual IPv4 address that is being provided to the computer by the router (see the earlier section relating to the ipconfig command).

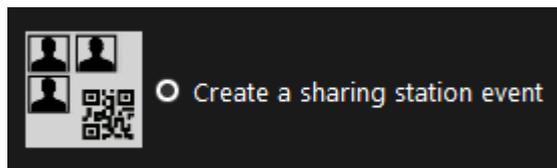
Now enter the details for your router's private local WiFi network. You need to enter the WiFi Name (SSID), Password and Encryption method used by your router. RightBooth will then use this information later to automatically generate a QR code that allows your guests to connect to your private WiFi network.

In this example screenshot you can see I am connecting to my router with an Ethernet cable (on 192.168.1.100) and I have entered my TP-LINK WiFi network details:



## 3.2 Create a RightBooth Sharing Station Event

Now at the main RightBooth window, click the 'Create' button and on the next panel choose 'Create a sharing station event', then click the 'Next' button:



Note: This option is available in RightBooth version 7.7.0 or higher.

Now work your way through the Event Wizard to create your Sharing Station event. When created, you can use the RightBooth Screen Editor to alter your event to suit your design requirements.

Save your Sharing Station event and give it a unique filename. For the purpose of this tutorial let's assume you are creating a Sharing Station for a Halloween event, so for our example we will save the Sharing Station event file as **Halloween1**.

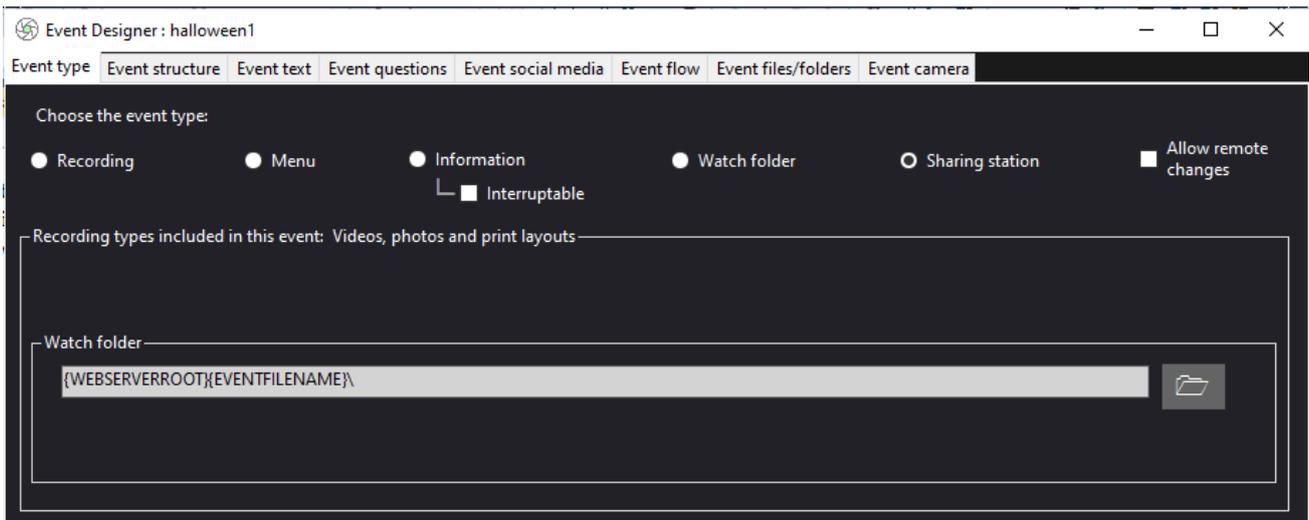
### Important Points to Note

- 1) A RightBooth Sharing Station event is designed to watch (monitor) a sub folder in the local web server folder (c:\wamp64\www) for the arrival of videos and photos. RightBooth will automatically create this sub folder when you save your sharing station event file. The sub folder will have the same name as your sharing station event filename. So continuing with the example, RightBooth will automatically create the sub folder:

**c:\wamp64\www\halloween1**

- 2) Note that RightBooth will not allow you to include spaces when naming your sharing station event file. This means that the watch folder path does not include any spaces in the full path.
- 3) The sharing station event Watch folder is set in the RightBooth Event designer under the **Event type** tab. By default, RightBooth uses two text variables to define the Watch folder as follows:
  - a. **{WEBSERVERROOT}** – This represents the WampServer root folder (c:\wamp64\www\ ) and is taken automatically from the RightBooth Settings → Social media → Local web server (see section 3.1 above).
  - b. **{EVENTFILENAME}** – This text variable represents the filename of your sharing station event file, which in our example is **halloween1**.

In the screenshot below you can see we have saved the event as **halloween1**. Notice that the complete Watch folder definition is: **{WEBSERVERROOT}{EVENTFILENAME}** \ This means that the actual watch folder being monitored is: **c:\wamp64\www\halloween1** \ You should not need to alter the information in this text box. And because of these text variables, if you save the sharing station event with a new filename, RightBooth will automatically watch a different sub folder in your WampServer root folder.



- 4) Next, if you look in the RightBooth Screen Editor, you will see the **'Media browser'** event screen in the Screen list. This will include a **Media view item** that is automatically set up to display all the videos and photos that appear in the Watch folder (mentioned above) when the event is playing. The media view item is empty to begin with because there are no videos or photos in the Watch folder. Don't worry, this will populate later as you use the Sharing Station:



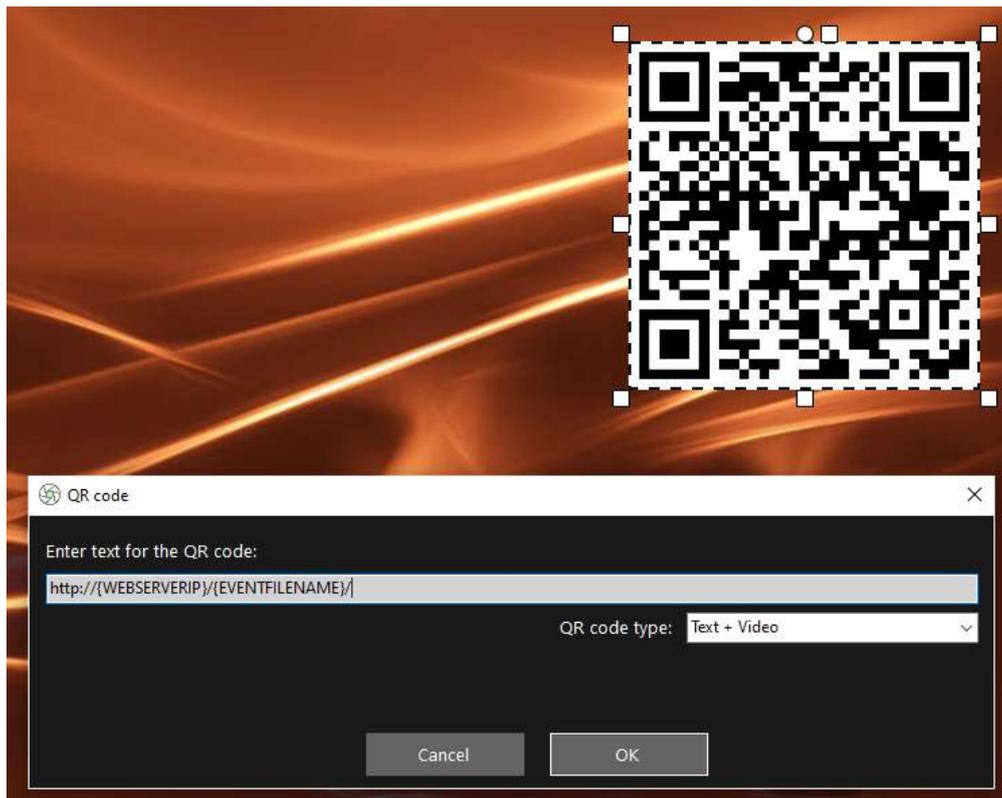
- 5) Also in the Screen Editor are the 'Show video' and 'Show photo' event screens which will each display two QR code items:



- The first QR code is a 'Connect to WiFi' code and it is automatically created by the Event Wizard using your 'WiFi network QR code' values described in section 3.1 (above). Scanning this code will allow your guests to join your private WiFi network without having to manually enter your WiFi password.
- The second QR code is also automatically created by the Event Wizard. When the event is playing, this QR code will be automatically updated to contain the path and filename of the video or photo file that has been chosen on the Media browser screen. When the event is playing, scanning this code will allow your guests to download their chosen video or photo to their mobile device from the watch folder in your local web server.

If you examine the contents of the second QR code in the Screen Editor (by double clicking on the QR code item) you will see that it contains two text variables:

- **{WEBSERVERIP}** – when the event is playing, this is automatically replaced by the IPv4 address of your computer (taken from RightBooth Settings, earlier).
- **{EVENTFILENAME}** – When the event is playing, this is automatically replaced by the path and folder of the sharing station event filename.



The above example screenshot is taken from the 'Show video' event screen. In the RightBooth Screen editor, if you double click the QR code, you will see its definition (as shown in the screen shot). The QR code text is automatically added by the RightBooth event Wizard and is:

**`http://{WEBSERVERIP}/{EVENTFILENAME}/`**

This represents the full path to the sharing station watch folder and is formatted as a URL link.

**IMPORTANT:** You should not need to alter this text, so it should be left exactly as shown, including the leading **http://** and the trailing **/**

Notice also that the QR code type in the above screenshot is **Text + Video**. This means that when the event is playing, the QR code text will also be appended with a html file which defines a download web page for the video file that was chosen on the 'Media browser' screen. This wrapper html file is created automatically by RightBooth when the 'Show video' page is shown to the user.

So, continuing with our example, when the Sharing Station is playing, let's assume your guest has selected the video file: **2021-6-27-22-46-59-video.mp4** on the 'Media browser' screen, when your user scans the QR code on the 'Show video' screen, their phone will be directed to the following webpage on your local web server, using your computers IPv4 address (defined earlier):

**`http://192.168.1.100/halloween1/2021-6-27-22-46-59-video.mp4.html`**

Note: The download webpage html file that your users see on their phones can be customised in the section: **RightBooth → Design → Event type → Web page for file download**. In our example you can see we are including our own banner image, and a telephone number for the Contact button:

The screenshot shows the configuration interface for a 'Webpage for file download' event type. At the top, there is a navigation bar with tabs: 'Event type', 'Event structure', 'Event text', 'Event questions', 'Event social media', 'Event flow', 'Event files/folders', and 'Event camera'. Below this, the 'Event type' section is active, showing options: 'Recording', 'Menu', 'Information', 'Watch folder', and 'Sharing station'. The 'Webpage for file download' section is expanded, showing the following configuration options:

- Your banner: A text input field containing 'trylandscape.png' and a folder icon.
- Download button text: A text input field containing 'Download'.
- Include Contact button: A section with two sub-inputs:
  - Tel no: A text input field containing '012345678'.
  - Button text: A text input field containing 'Contact Us'.

Your RightBooth Sharing Station event is now ready to use, and when you play it, it will watch its folder for the arrival of videos and photos.

If you are planning to use a second computer to send videos and photos to the Sharing Station then follow Task 4 (next), otherwise skip to Task 5.

## Task 4 – (Optional) Allow the Sharing Station Computer to Receive Files From A Second Computer On Your Local Network

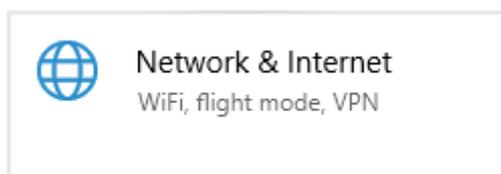
You might decide that you want to run another application to record videos and photos (e.g. a photo booth app, a video booth app or a 360 spinner app) on another (second) computer. And you may want the second computer to be networked to your Sharing Station Computer so that it can copy recorded files across to the Sharing Station Watch folder.

So if you decide to use two computers then you will need to set up a local Windows network. This Task explains how you can do this.

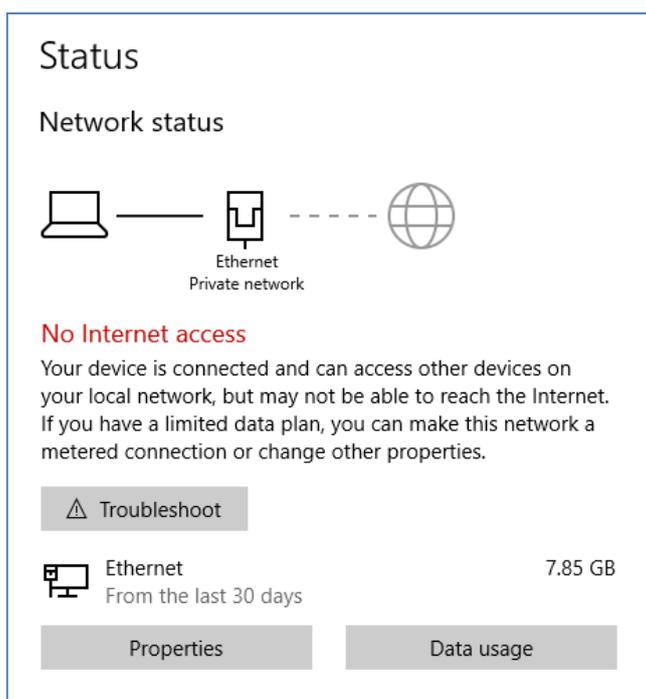
Note: The following screen shots are taken from the Windows 10 UI, but the principle is the same on earlier versions of Windows and also on Windows 11.

### 4.1 – Prepare Your Sharing Station Computer to Allow The www Folder to Be Shared

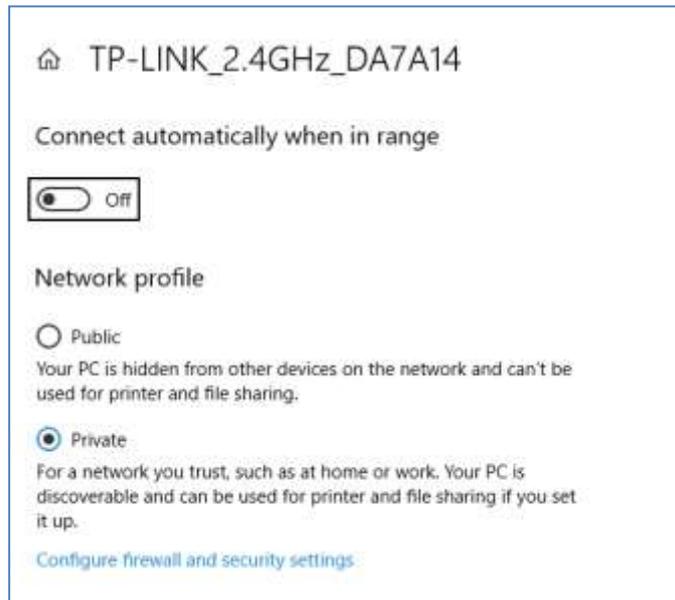
On your Sharing Station Computer, run **Windows Settings** and select **Network and Internet**:



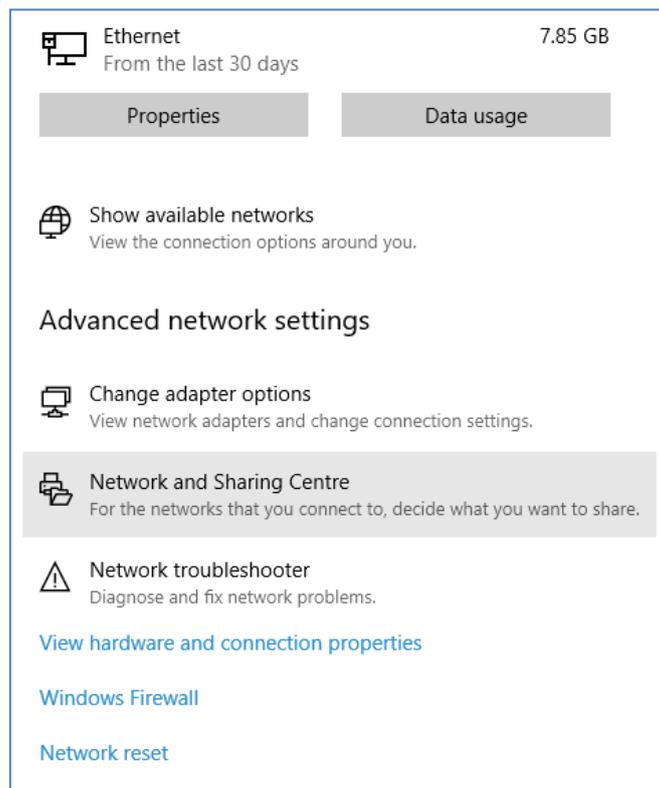
On the **Status** screen, make sure you are connected to your local private network. Here you can see I have my computer connected to my router using an Ethernet cable and it is showing as **Ethernet Private Network**:



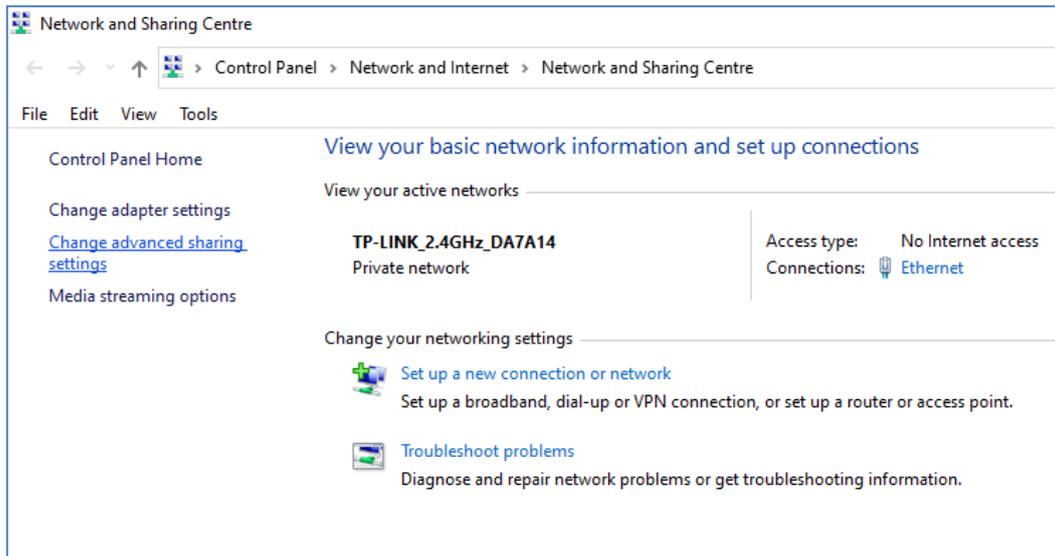
Note: Again you do not have to be connected via Ethernet, you could also use the WiFi connection, as long as the network is shown as a Private network in the Status panel. If your connection is shown as 'Public' you will need to alter this to 'Private' by clicking the **Properties button** and setting it to '**Private**'...



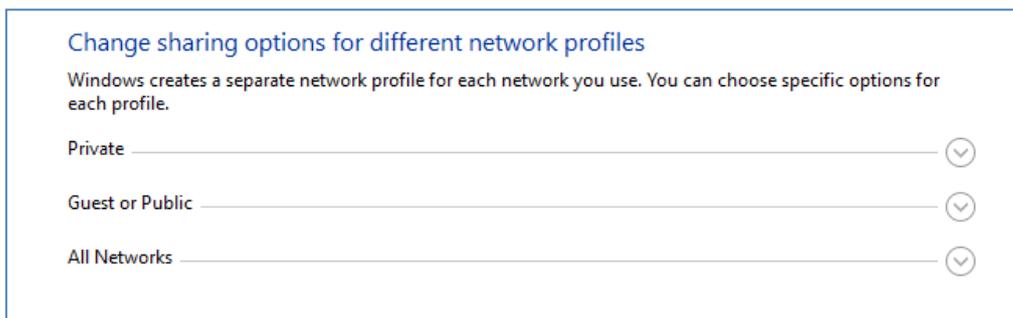
Now return to the Status panel, scroll down to the option '**Network and Sharing Centre**' and click it:



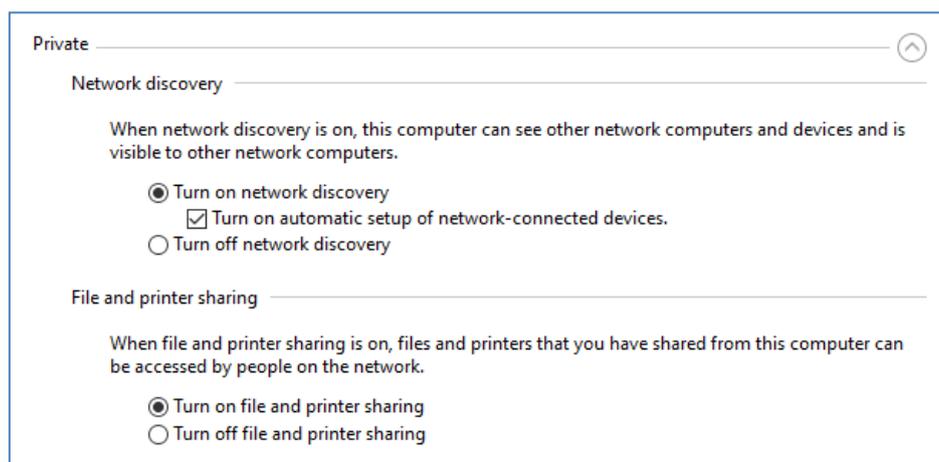
On the 'Network and Sharing Centre' panel, click 'Change advanced sharing settings' on the left side of the panel:



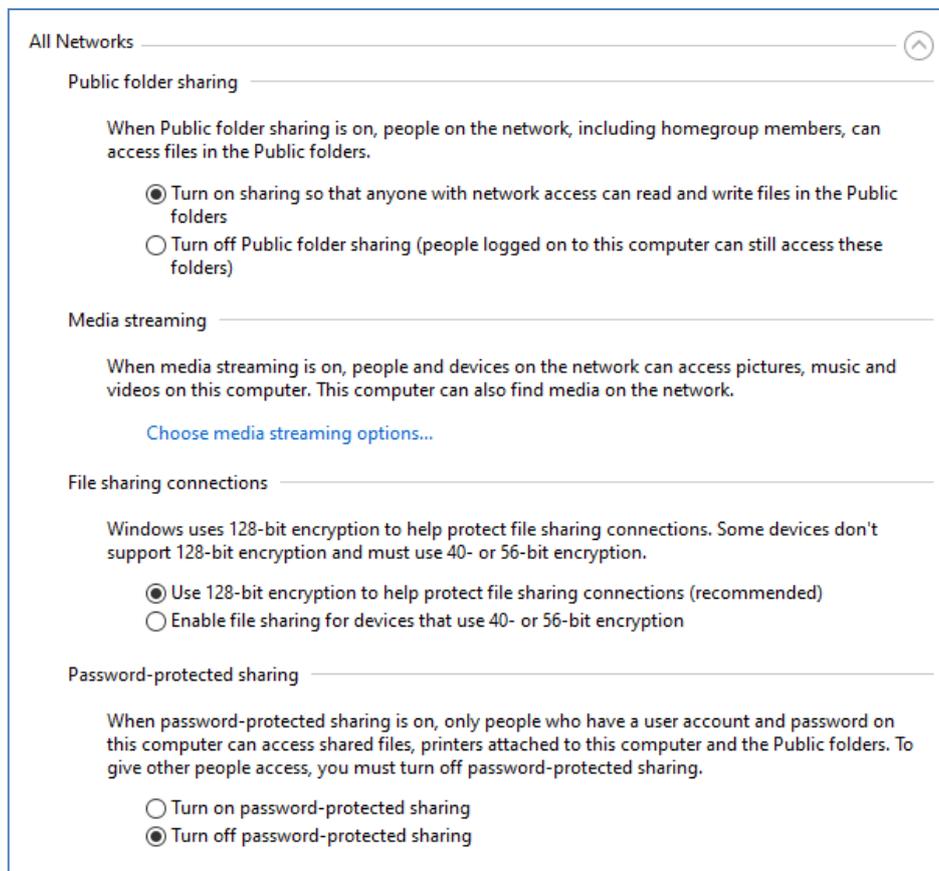
You will then be shown sharing options for 'Private', 'Guest or Public' and 'All networks'...



Click on the 'Private' Down arrow to expand it, then set the following options:



Next, click on the 'All networks' Down arrow to expand it and set the following options:



The screenshot shows the 'All Networks' settings panel in Windows. It is divided into four sections: Public folder sharing, Media streaming, File sharing connections, and Password-protected sharing. Each section has a title bar and a description of the feature. The 'Public folder sharing' section has two radio buttons, with the first one selected. The 'Media streaming' section has a blue link 'Choose media streaming options...'. The 'File sharing connections' section has two radio buttons, with the first one selected. The 'Password-protected sharing' section has two radio buttons, with the second one selected.

All Networks ⌵

Public folder sharing

When Public folder sharing is on, people on the network, including homegroup members, can access files in the Public folders.

- Turn on sharing so that anyone with network access can read and write files in the Public folders
- Turn off Public folder sharing (people logged on to this computer can still access these folders)

Media streaming

When media streaming is on, people and devices on the network can access pictures, music and videos on this computer. This computer can also find media on the network.

[Choose media streaming options...](#)

File sharing connections

Windows uses 128-bit encryption to help protect file sharing connections. Some devices don't support 128-bit encryption and must use 40- or 56-bit encryption.

- Use 128-bit encryption to help protect file sharing connections (recommended)
- Enable file sharing for devices that use 40- or 56-bit encryption

Password-protected sharing

When password-protected sharing is on, only people who have a user account and password on this computer can access shared files, printers attached to this computer and the Public folders. To give other people access, you must turn off password-protected sharing.

- Turn on password-protected sharing
- Turn off password-protected sharing

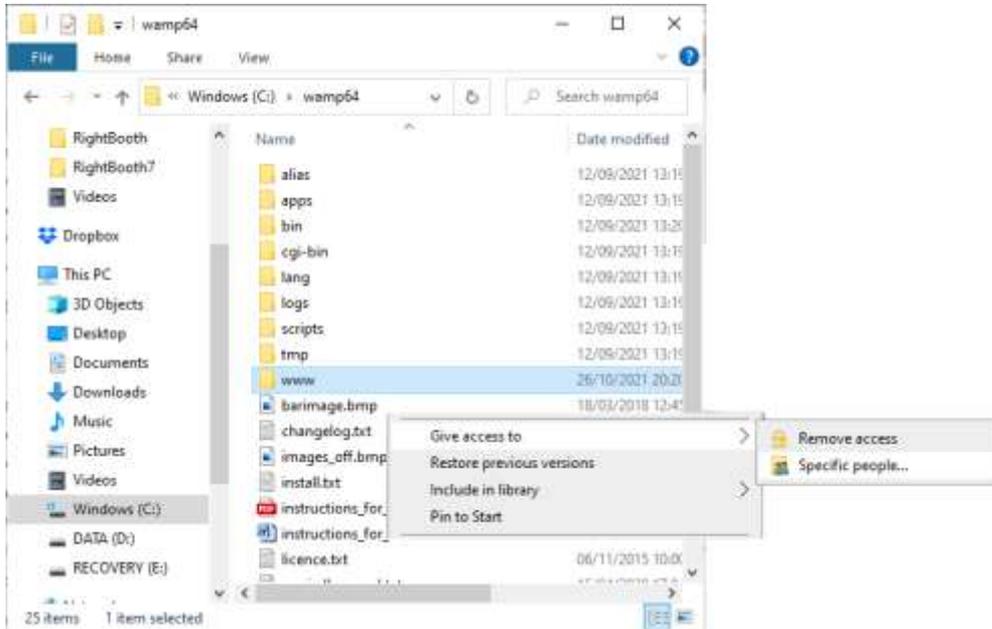
Click **Save changes**. Then close the Network and Sharing Centre panel and also close Windows Settings.

At this stage you may need to restart your computer.

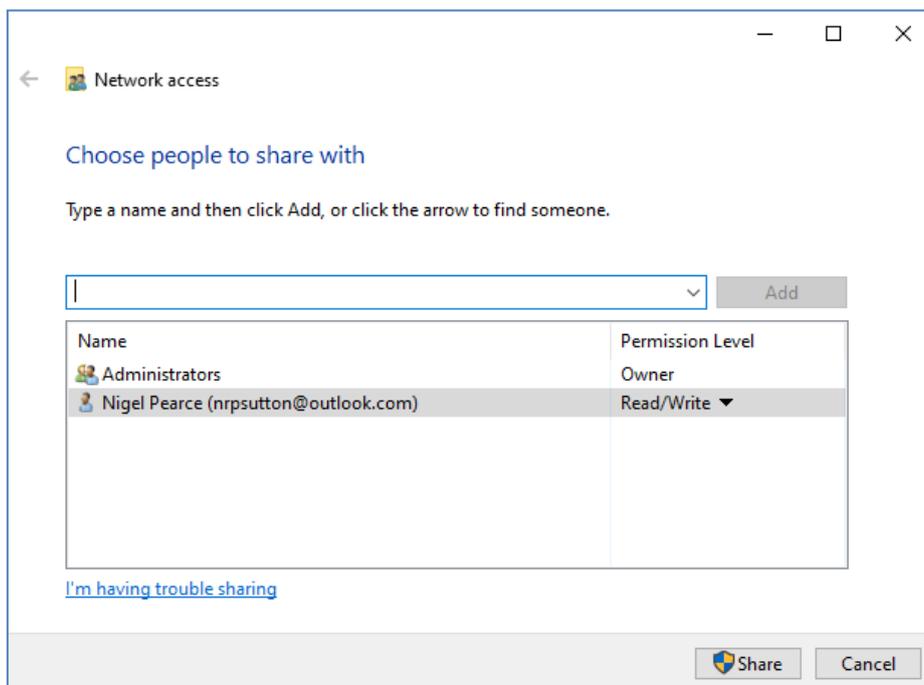
## 4.2 – Share Your Web Server Folder On the Network

On your Sharing Station computer, run **File Explorer** and browse to the folder: **c:\wamp64**

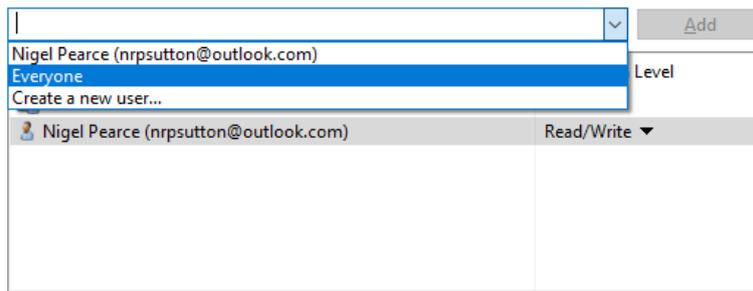
Right click on the **www** folder name and from the pop up menu select the menu option: **'Give access to'**, then select the sub-menu option: **'Specific people...'** :



You will then see the **'Choose people to share with'** panel:



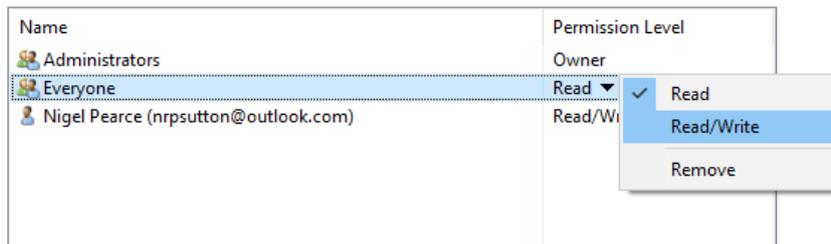
Click the **Down arrow** and choose **'Everyone'**, then click the **'Add'** button:



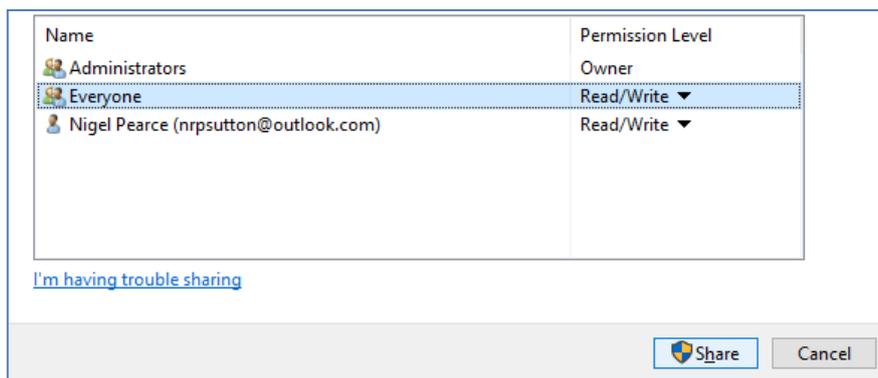
**'Everyone'** will now be added to the Permissions list with the Permission Level **'Read'**:

Name	Permission Level
Administrators	Owner
Everyone	Read ▼
Nigel Pearce (nrpsutton@outlook.com)	Read/Write ▼

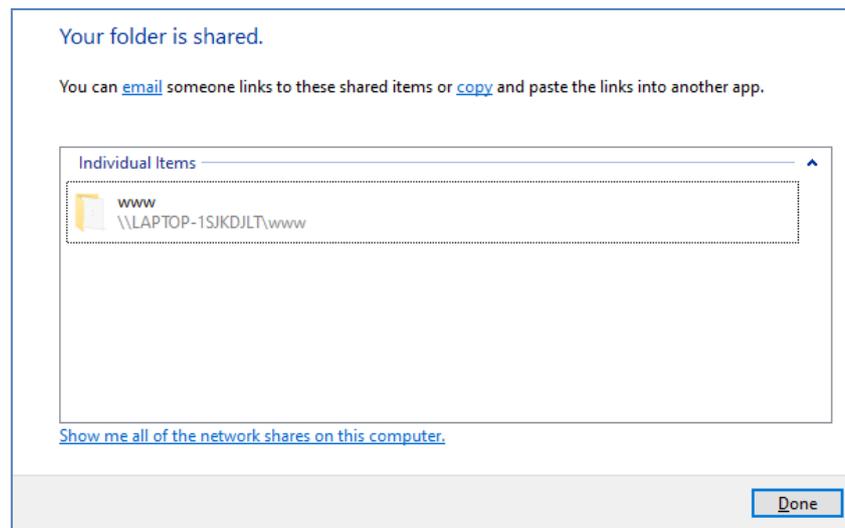
Click the **Down arrow** next to **'Read'** and choose: **'Read/Write'**:



Everyone will now be set to **'Read/Write'**:



Click the **Share** button to share the www folder on your network. You will then see this panel:



Make a note of the www folder's share name because you will use this on your second computer for copying files into it.

The share name comprises the name of the Sharing Station Computer plus the name of the shared folder (www). In the example above the Share name is:

**\\LAPTOP-1SJKDJLT\www**

Click **Done** to complete the process.

### 4.3 Accessing the Sharing Station Folder from a Second Computer on your Network

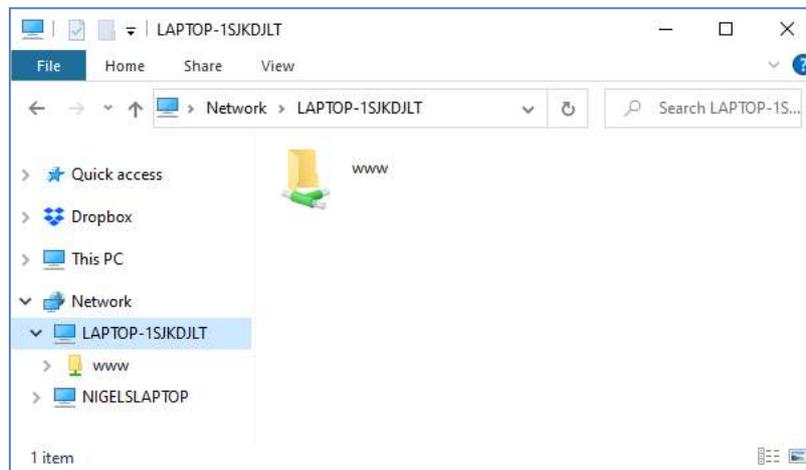
Now it's time to connect a second computer to your router, again either using an Ethernet cable or via its WiFi connection. **Note: we recommend using an Ethernet connection.**

On the second computer, go to **Windows Settings → Network and Internet** and again check that you are connected to the same private network as the Sharing Station computer (described earlier).

Now run **File Explorer**.

In the side panel, expand the '**Network**' drop down option and you will see your Sharing Station Computer name listed.

Select the Computer name and you will see the www folder as a Shared Network folder from the Sharing Station. In this screenshot I have selected LAPTOP-1SJKDJLT and can see the shared www folder:



You can also access all the sub folders in the www folder. So in my example the full path to the Sharing station Halloween1 folder is:

**\\LAPTOP-1SJKDJLT\www\halloween1\**

If you enter this path into Windows Explorer, you will see the files in the halloween1 folder on the Sharing Station computer.

**Congratulations.** You have created a Windows network between two computers connected to your router and you can now access the www folder on the Sharing Station Computer directly from your second computer. Therefore the networked folder can now be used just like a local folder.

## Task 5 – Copy videos and photos into the Sharing Station Watch Folder

You can now use RightBooth to play the Sharing Station event on the Sharing Station computer and it will sit patiently waiting for videos and photos to appear in its Watch folder. Remember, in our example, the Watch folder path is:

**c:\wamp64\www\halloween1**

OR, if you are accessing the folder from a second networked computer, in our example, the Watch folder path is:

**\\LAPTOP-1SJKDJLT\www\halloween1\**

You now have to decide how to get videos and photos to be copied into your Sharing Station Watch folder. There are many ways to achieve this and here are some of them:

### **Option 1 – Use your own video and photo recording app**

Run your own video and photo recording app. Use your app's features to save the videos and photos into the Sharing Station watch folder, or to copy files from its own save folder into the watch folder. Please refer to your recording app's documentation to see if it provides the ability to copy files to an arbitrary folder on the computer or a folder on the local computer network. This way, you are effectively linking your recording app with the RightBooth Sharing Station watch folder.

If your recording app does not allow you to save its files to the Sharing Station watch folder, you can use the WatchCopy app (see below) to automate this copying task for you.

### **Option 2 – Manually copy the videos and photos to the Sharing Station watch folder**

You might decide to manually copy video and photo files into the Sharing Station Watch folder from other folders on your computer. Simply use Windows Explorer to copy or move files into your Watch folder.

### **Option 3 – Use a Cloud Storage Client folder**

Cloud Storage services such as Google Drive and Dropbox provide Client apps for Windows that let you synchronise folders and files with your Cloud storage drive.

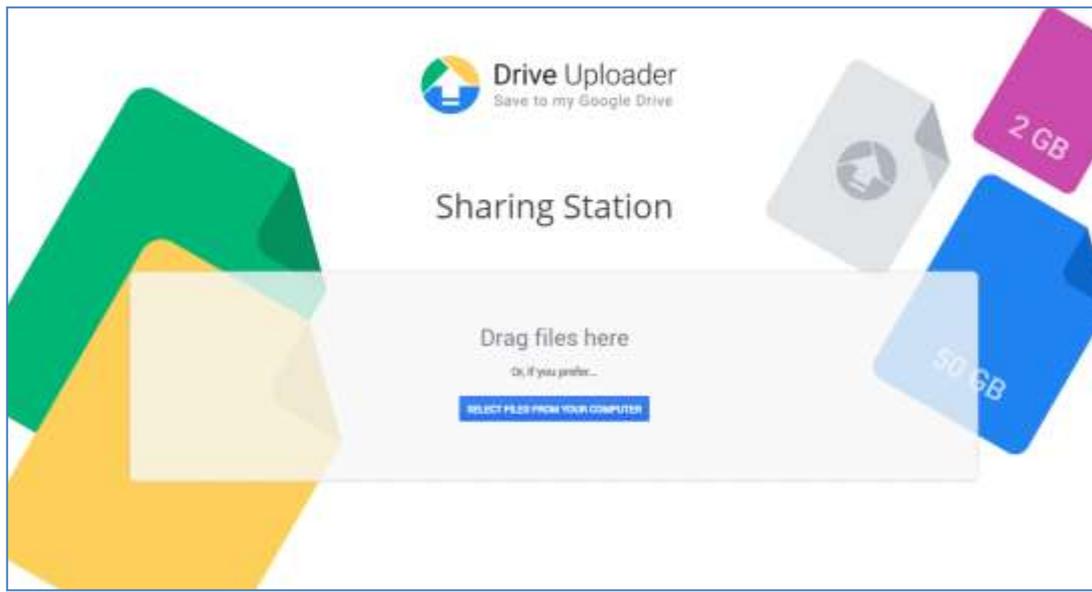
Using this approach you can then transfer videos and photos from another device (e.g. another computer or a mobile phone) into your local folder over the Internet using your Cloud Storage account synchronise features.

You can then use Windows Explorer to manually copy (or move) these files from the Cloud Storage Client folder into your Sharing Station folder. OR

Alternatively you can use the WatchCopy app (see below) to automate this copying task for you.

#### **Option 4 Use a Google Drive Account and DriveUploader to allow anyone to send files to your Sharing Station**

You can create a Google Drive account and then use the free DriveUploader ([www.driveuploader.com](http://www.driveuploader.com)) to create an Uploader url link. You can then provide this url to anyone you like. Recipients simply enter the url link into a web browser on their device and they will then be shown your personal DriveUploader web page where they can upload one or more files to your Google Drive. As an example, we have created a Drive Uploader link to a Sharing Station folder on our Goggle Drive:



Any uploaded files will then be synchronised to the Google drive folder on your computer and you can use the WatchCopy app (see next) to automatically copy these files to the Sharing Station watch folder.

For information on how to set up and configure Google Drive visit:

**<https://drive.google.com/>**

and for information on DriveUploader, visit:

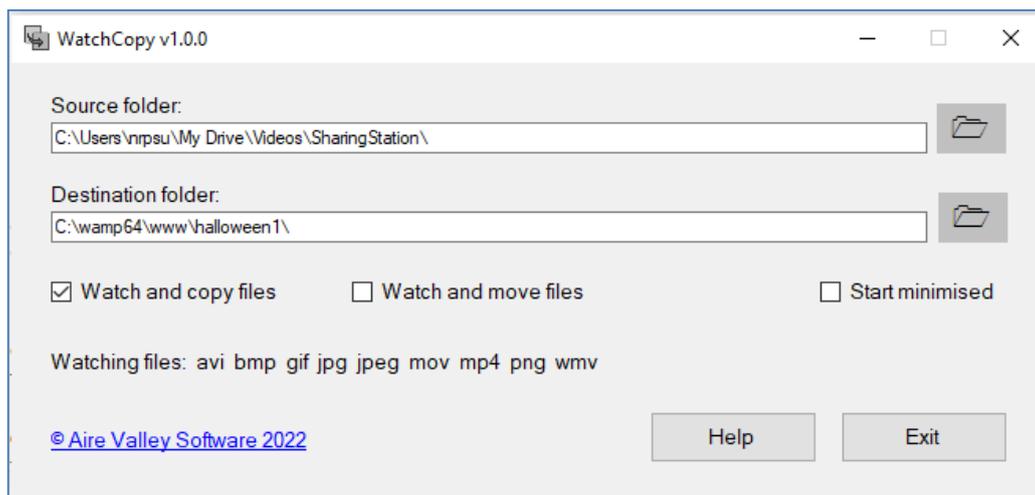
**<https://www.driveuploader.com>**

## The WatchCopy App

WatchCopy is an app that you can set up to watch a specified source folder on your system and then automatically copy (or move) any files found in it to a specified destination folder on your system. The WatchCopy app is installed along with RightBooth and you can find and run it from here:

**C:\program files (x86)\RightBooth\WatchCopy.exe**

In this example we are using the WatchCopy app to automatically copy files that appear in the synchronised Google Drive folder: **\My Drive\Videos\Sharing Station\** into the sharing station folder: **\halloween1** where they will then be shown in the RightBooth Sharing Station event:



### Job Done and Well Done !

Once you have configured your system to copy files into the Sharing Station Watch folder, the RightBooth Sharing Station event will continue to automatically update itself and it will show your guests all the videos and photos that are added into its Watch folder, and allow them to download files with QR codes:



**Things still not working?** See next section.

## Things not working? → Checklist

Try the following:

- Switch everything off.
- Ideally make sure your Sharing Station is connected to the router by Ethernet cables. Also if you are using a second computer with your setup make sure that is also connected to the router with an Ethernet cable.
- Turn on your router and let it initialise. This could take up to 1 minute.
- Turn on the Sharing Station Computer.
- Check that Windows has connected to the router's network via Ethernet connection, not via WiFi. You can verify this in the Network list accessed off the Windows Task Bar. Also make sure no other WiFi networks are set (ticked) to 'Connect automatically'.
- Make sure that WampServer is running and that its icon has turned green.
- Run **ipconfig** (in a Windows Cmd prompt) and make a note of the IPv4 address that has been given to the computer from the router.
- Get a mobile phone and manually connect to the router's WiFi network.
- Open the browser on your phone and type the previously noted IPv4 address into the browser's address box and press enter. Check you can see the empty website on the Sharing Station. If not, on the Sharing Station computer, check that the Windows Firewall and Windows Defender are both turned off.
- Check that Port 80 is not blocked on your computer.
- Start RightBooth and open the Sharing Station event.
- Check that the Shared Watch folder defined in **Event Design → Event type** is one that is a sub folder under the WampServer www folder. This should be: **{WEBSERVERROOT}{EVENTFILENAME}**
- In **RightBooth Settings → Social media → Local web server**, check that the Server IPv4 address is set correctly to the one you noted previously.
- In **RightBooth Settings → Social media → Local web server**, check the router WiFi settings have been entered correctly.
- Play the Sharing Station event.

If you are using a second computer:

- Turn on the second computer.
- Check that Windows has connected to the router's network via Ethernet, not via WiFi. You can verify this in the Network list accessed off the Windows Task Bar. Also make sure no other WiFi networks are set (ticked) to 'Connect automatically'.
- Open Windows Explorer. Check that you can see and access the Shared Watch folder on the Sharing Station computer. If you cannot see or access this folder, Revisit Task 4 for details on how to do this.