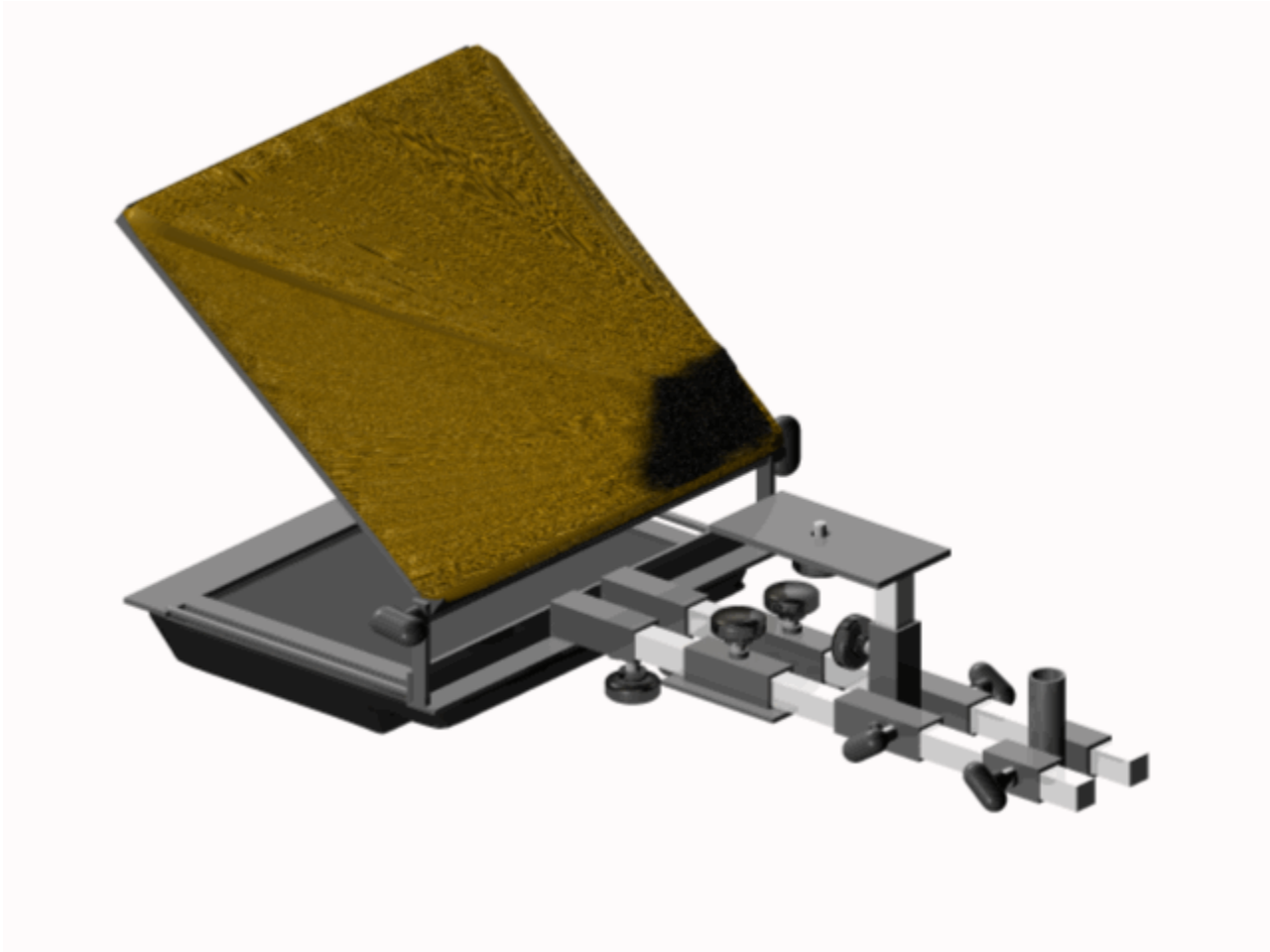


TELMAX™

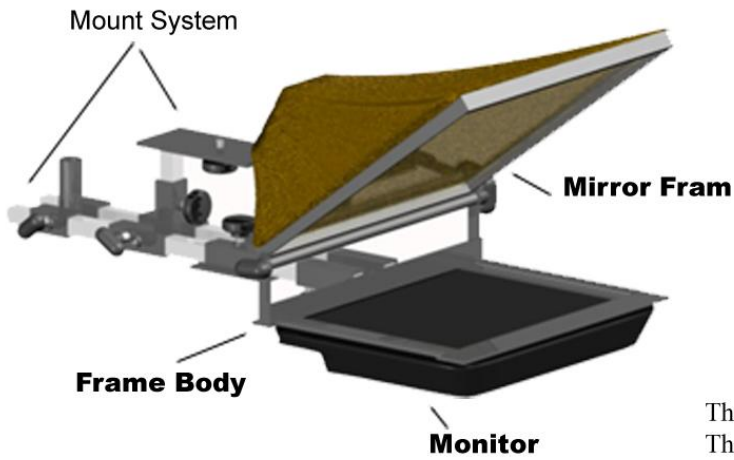
ODYSSEY
Series



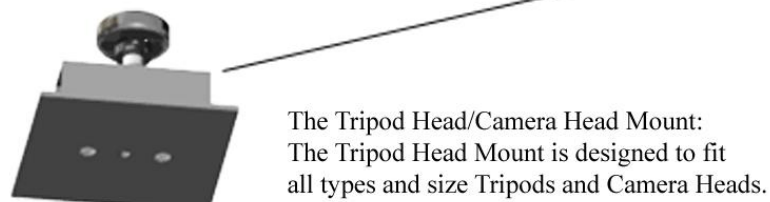
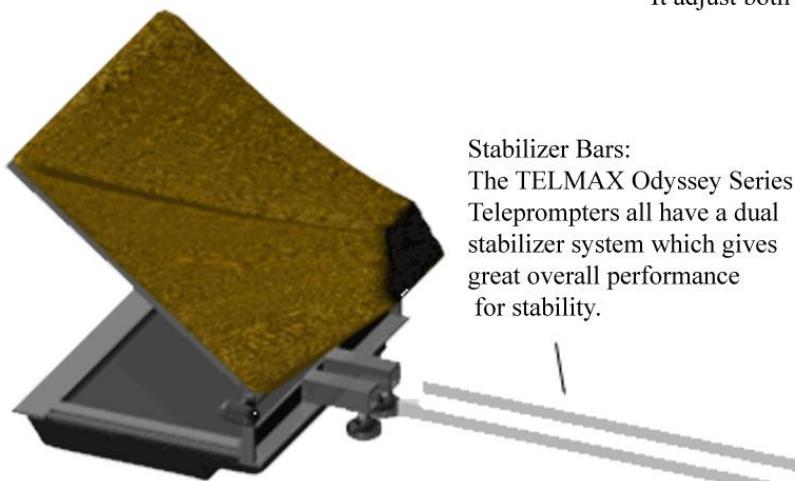
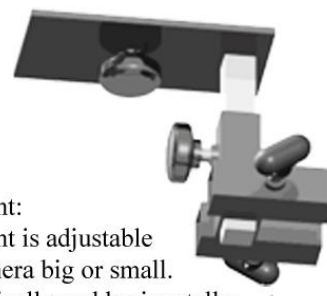
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USER GUIDE

TELMAX™ ODYSSEY *Series*



The Camera Mount:
The Camera Mount is adjustable
to fit any size camera big or small.
It adjust both vertically and horizontally.



Counter Weight Holder
All TELMAX Odyssey Series Teleprompters
come standard with a counter weight
holder. This adaptor takes a flat round weight
with a one inch bar opening.



SETUP INSTRUCTIONS

When you first open the TELMAX Teleprompter you should notice that it is mostly assembled. There are only a couple things you have to do to get up and running.

First make sure that you have all the parts. Your Teleprompter should include the following:

1. Teleprompter Frame Body with Monitor already attached to it.
2. A mirror Frame and mirror.
3. A vinyl hood
4. 6' VGA cable
5. Monitor Power Cord
6. Two Stainless Steel Stabilizer Bars
7. Tripod Mount
8. Camera Mount (Two pieces. Camera Plate and base).
9. Counter Weight Holder (Weight not included) and weight clamp.
10. Side Blinder Key (Three Pieces)
11. ZaPrompt Pro Serial Number Assignment with download instructions.

The attached Images should give you a good idea how your TELMAX Teleprompter goes together, but there are some important thing you need to know before setting it up.

Before beginning to set up your Teleprompter make sure that you Tripod can support at least 20lbs. If you need a heavy duty Tripod we sell the Smith Victor Propod V on our website for a very reasonable price.

There is an order that the parts need to be assembled on your Tripod. The reason for this is because the Teleprompter is front heavy and you don't want to have it dive forward on you while you are trying to assemble it. If you follow these instructions you will be able to easily place your Teleprompter on the tripod, and find the center of gravity.

1. The Tripod Mount:



The first step it to install the Tripod Mount to your Camera Head. This mount has two 3/8" holes spaced two inches apart, and one 1/4" threaded hold in the center. You will determine which of these holes to use based on the Tripod Head you are using.

Using your Tripod Head Mount Screw/Screws, Tighten the Teleprompter Tripod Mont to the Tripod Head.

Make sure that the Tripod Head Mount is securely fastened to the Tripod Mount.



2. The Stabilizer bars:

Next you will slide the Two Stabilizer bars through the guide holes in the Tripod Mount. Initially you want them to extend about four inches in front of the Tripod Mount. Make sure that they are even.

Next Tighten down the thumb screws, and tighten the Break on your tripod head.

3. The Camera Mount:

Now slide the Camera Mount on behind the Tripod Mount. Depending on the size of the Camera you are using you can choose to have the Camera Plate Facing forwards or backwards. If it is facing forward your camera can get closer to the Mirror.

If you are not sure how this needs to be set, don't worry about it right now. You can easily turn it the other way if you need to.

You can leave the Camera Mount loose for now. We won't install the Camera on it until Later.

3. The Counter Weight Holder:

If you are using a light weight Camera you probably will want to add some weight to the back of the Teleprompter. If you are using a heavy camera you may choose to leave the Counter Weight Holder off.

If you are using a counter weight, slide the Counter Weight Holder on Behind the Camera Mount.

The amount of weight you will use will depend on the weight of you camera. You should never need to use more than five pounds.

4. Install the Teleprompter Frame:

For the next couple steps you might want to have someone assist you. Now you are going to slide the Teleprompter Frame (Completely assembled) onto the front of the Stabilizer Bars.

To do this, make sure that the two Thumb Screws on the Teleprompter Frame are loose enough to clear the Bars.

Next firmly tighten both Thumbs Screws on the Teleprompter Frame Body to the Stabilizer Bars.

At this point your Teleprompter will want to dive to the front, unless you have a strong enough break on your Tripod Head to hold it.

To keep this from happening it is helpful to place a counter weight on the Teleprompter before installing the Frame Body to the Stabilizer Bars.



5. Installing the Camera:

The Camera Mount comes standard with a 1/4" – 20 Thumb Screw. If you need a bigger screw you can find them at your local hardware store, or you can call and order them from us.

If your camera has a camera mounting plate then tight the plate to the camera mount and then install you camera.

If you camera does not have a mounting plate simply place the camera on top to the camera mount and screw the Thumb Screw into the mounting hole at the bottom of your camera.

Now slide the Camera Mount forward until the hood form the Mirror Housing (Opened at 45 Degrees) will fit around the lens of your camera.

Wrap the open of the hood around your camera lens and then slid the Camera Mount back until the hood becomes snug. If there is slack in the top of the hood don't worry. Simply roll the hood back under itself until the slack is gone.

6. Finding the Center of Gravity:

Now that you have everything put together you will want to find the center of gravity. To do this loosen the Tripod Mount and Counter Weight (if you're using it) Thumb Screws just enough that you can slide them on the Stabilizer Bars.

Now loosen the break on your Tripod Head, but do not let go of the Teleprompter.

If the Teleprompter wants to still dive forward then slide the Frame Body of the Teleprompter back toward the Tripod as far as you can, or until it does not want to dive anymore.

Now tighten down the Thumb Screws on the Tripod Mount.

If your Teleprompter is still front heavy slide the Counter weight back until you get the weight evened out.

Now tighten the Thumb Screw on the Counter Weight and tighten the Tripod Break back up.

Next you will want to go over all of the Thumb Screws on the Teleprompter and mounts an make sure that they are tight.

7. Side Blinder Installation:

There are three pieces to the Side Blinder Kit, two large triangular shaped pieces and one long narrow piece. The larger pieces are for the sides. Down the long edge of the Side Blinders there is Velcro on both sides. On



One side there is Soft Velcro and on the other there is stiff Velcro. The soft Velcro goes to the Inside and the stiff Velcro goes to the outside.

The Side Blinder attach between the Hood and the Mirror Frame. To do this peel back the hood from the Mirror Frame and place the Side Blinder against the Velcro running down the side of the frame. Then fasten the Hood to the outside of the Side Blinder. Do this on both sides of the Mirror Frame.

Next take the long narrow strip from the Side Blinder Kit and place it between the Mirror Frame and the Frame Body of the Teleprompter to fill in the opening. There is soft Velcro on both ends of this strip that will attach to the outer Side Blinder panels.

Your Teleprompter is now set up and ready to be hooked up to your Computer.

Thank you for choosing Gilbert and Company Inc. for your Teleprompter Needs.