



Rise & Fall Motorised Presentation Stands.



Installation & Operation Manual

Autoscript Rise & Fall Motorised Presentation Stands.

HARDWARE

- 1 x Motorized stand unit
- 1 x Centre pole and glass holder
- 2 x Bolt on feet
- 1 x Desk pad (local control)

STAND AND DELIVER SOFTWARE OPTION

- 1 x USB-Coax Convertor.
- 1 x Software CD.

Note:

Control and Video cables are not supplied.
They can be up to 300 metres in length 75 ohm BNC-BNC coax.

**NOTE REFERENCES TO RUN ORDER AND DATABASE IN THIS GUIDE REFER TO THE
STAND AND DELIVER SOFTWARE AND NOT WINPLUS.**

SOFTWARE

Stand and Deliver Software. Running either on Prompting computer or on spare laptop.

INSTALLATION

1. Insert centre column and glass holder into the black plastic retaining block on the actuator and lock using knurled lock screw.
2. Screw feet into position – if being used.
3. Position Rise & Fall units where required.
4. When all the units are in position assign each stand an address between 1 and 8. 8 is the maximum number of stands one programme can control at once.
Using the small “click” counter:
 - top button to move up numerically
 - bottom button to move down numerically

Since all the stands are linked by a loop through cable system make the Rise & Fall nearest to the base station 1, the next 2 and so on. It is recommended that the assignment of stand numbers work in a way that gives the expected orientation of the stands on the Edit Screen

I.e. Base Station facing the audience Left to Right etc.



5. Apply mains to the Stand using the IEC input socket. Loop through the mains to the monitor – the second output is to loop through to the next stand in sequence.

6. Connect the desk pad for each stand using the small mini jack. The red button will lower the stand. The Blue button will raise the stand. The position of the stands will be fed back to the base station and can then be fixed as a pre-set with the presenter's name. The stands can be raised or lowered from the base station (see Operators Instructions).

7. Take the prompter video feed to the VDA Input. There are two outputs one for the monitor and one to loop through to the next stand in sequence.

8. Switch on. If the stands are not at their zero point they will automatically lower themselves to "Home".

THE CONFIGURATION THUS FAR ENABLES THE STANDS TO WORK IN A BASIC RISE & FALL FASHION BUT WITHOUT ANY STORED PRESETS. THE STANDS WILL RAISE AND LOWER BUT THE PRESENTER WOULD HAVE TO MAKE THE ADJUSTMENT THEMSELVES BEFORE SPEAKING.

STAND AND DELIVER SOFTWARE FOR THE BASE STATION.

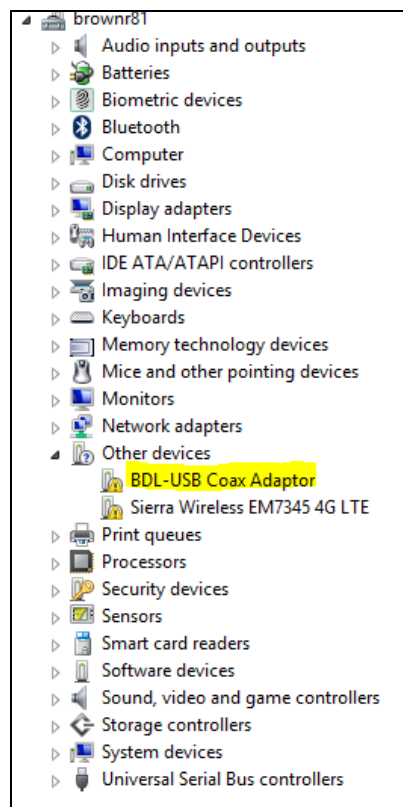
CONNECTIONS

1. Plug one end of the USB Cable to an available USB port on the computer and the other end into the USB-Coax Converter. (WPC-K)
2. Power up the Computer.
3. Install the Rise & Fall Software. This can be found on the accompanying CD titled UpdnXXXX.exe
4. If you need to install drivers for the USB-Coax Converter the default directory can be found here:

C:\Program Files (x86)\UpDown\Autoscript Device Drivers

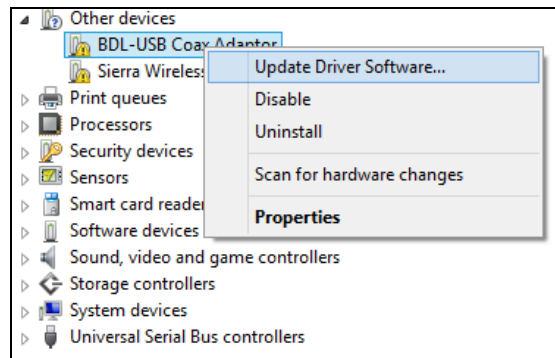
Please Note this is a two stage installation.

Look in the PC's Device Manager. Under "Other devices" you will see the WPC-K marked as a BDL-USB Coax Adaptor with an error message icon.

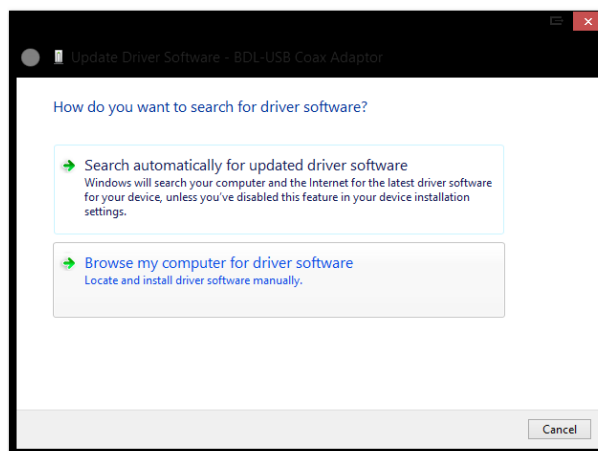


You will need to install the drivers.

Right Click on the BDL-USB Coax Adaptor and select “Update Driver Software...”

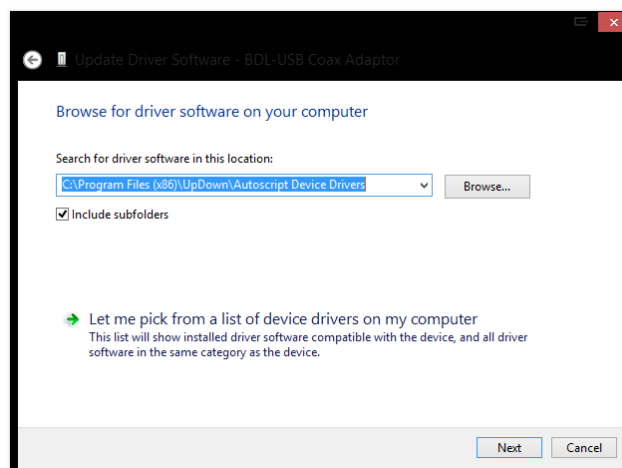


Then select “Browse my computer for driver software”



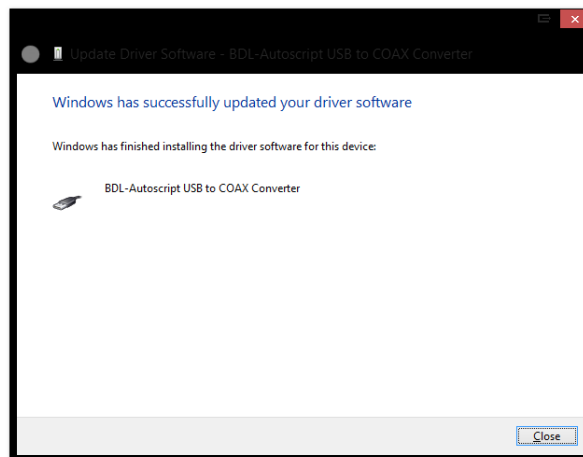
If you have selected the default installation location browse to:

C:\Program Files (x86)\UpDown\Autoscript Device Drivers



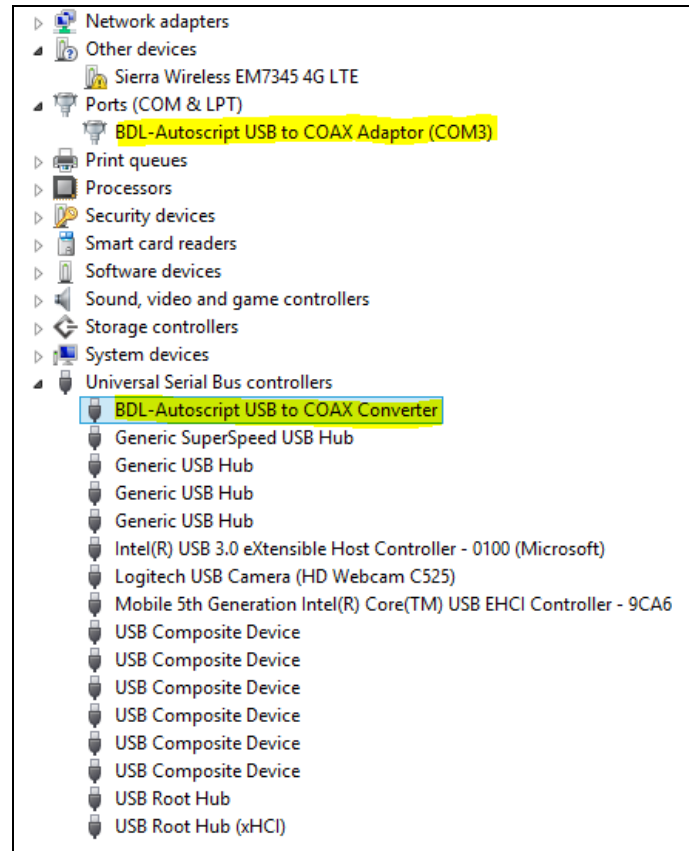
Click Next

If the installation is successful you will see this window:

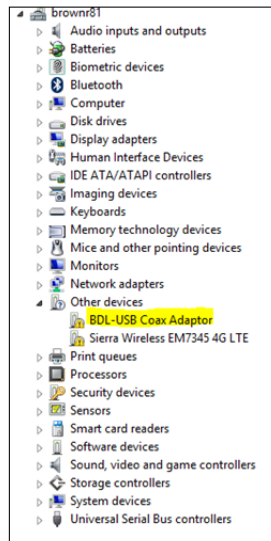


If you then view the Device Manager window you will see the device listed in two locations:

1. Under Ports (COM & LPT) as
BDL-Autoscript USB to COAX Adaptor (COM XXX)
2. Under Universal Serial Bus Controllers as
BDL-Autoscript USB to COAX CONVERTOR



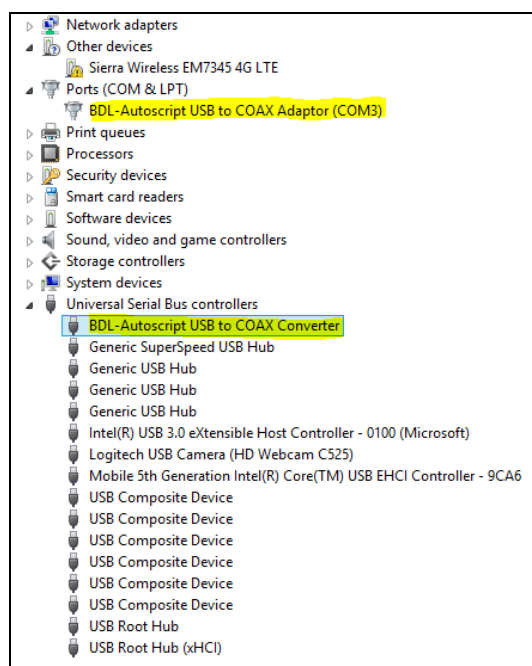
NOTE: If the device may still be shown in Other Devices as a BDL-USB Coax Adaptor with an error message:



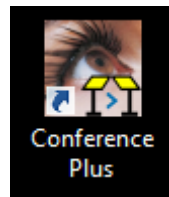
If this is the case then reinstall the drivers again using the steps outlined above:

When the installation is complete there will be no error messages and the device will be visible in the two locations previously described:

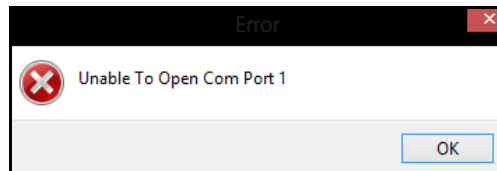
1. Under Ports (COM & LPT) as
BDL-Autoscript USB to COAX Adaptor (COM XXX)
2. Under Universal Serial Bus Controllers as
BDL-Autoscript USB to COAX CONVERTOR



When the installation is complete click on the icon to launch the software

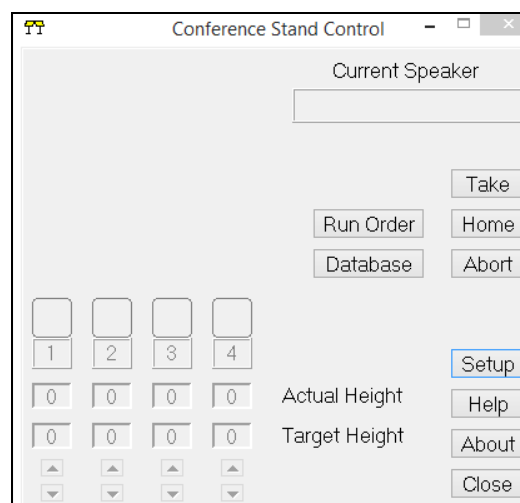


When the application opens you may see this message:

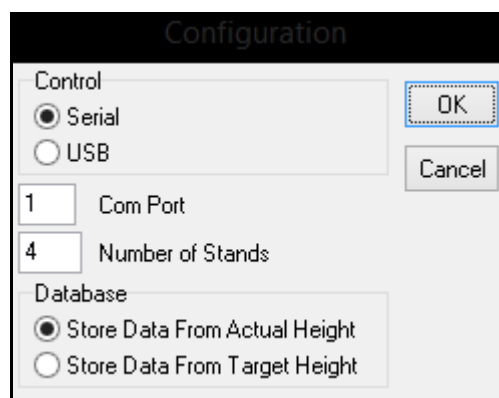


Click OK and the application will launch.

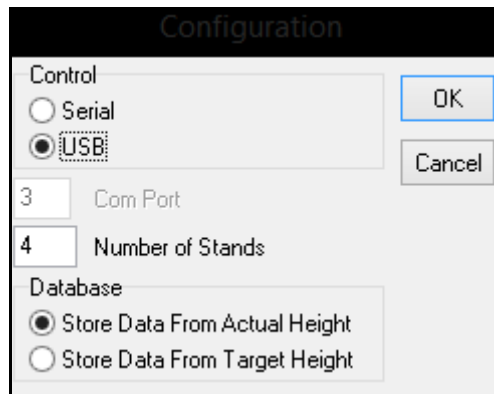
Click the Setup button.



This will then allow you to change the Control Input to USB and change the Com Port number to match that displayed in the Device Manager under Under Ports (COM & LPT)



For this example USB and Com Port 3 are selected:



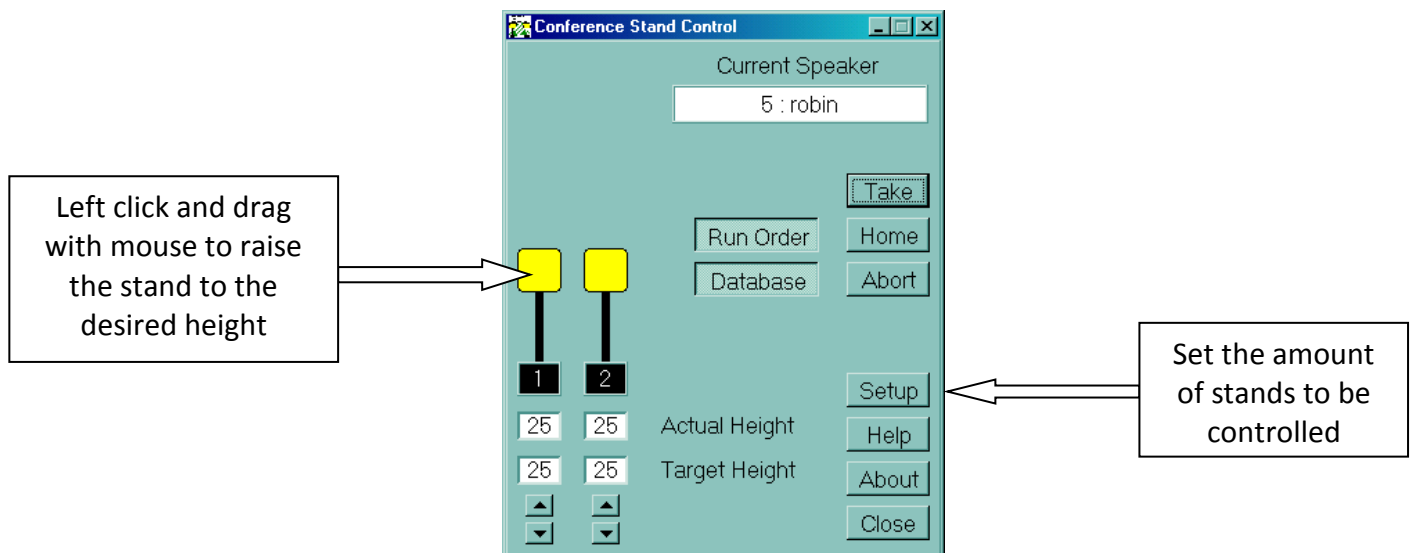
5. Run out a BNC cable from the base station to the first Rise & Fall stand. Plug the BNC cable into the Coax Convertor at the base station and the other end into the Control Input socket on the Rise & Fall. Loop from the Control OUT socket to the next stand – and so on until all stands are connected.

6. The Control out BNC of the last stand in the sequence should be terminated with a 75 Ohm BNC terminator, if necessary.

RUNNING THE SOFTWARE

1. Double click on the Conference Plus icon on the computer desktop.

2. When the Programme has run click on set-up and set the correct USB port and number of stands required.



3. There is a pictorial representation of each stand which will be YELLOW if the stand has been recognised by the programme.

IF THE STANDS ARE NOT RECOGNISED - FIRST CHECK THAT THE SEQUENTIAL NUMBERS HAVE BEEN CORRECTLY ENTERED ON EACH STAND.

IF THE STANDS ARE STILL NOT BEING RECOGNISED CHECK THE FIRST BNC CABLE IN CASE IT IS FAULTY.

TO ADJUST THE HEIGHT

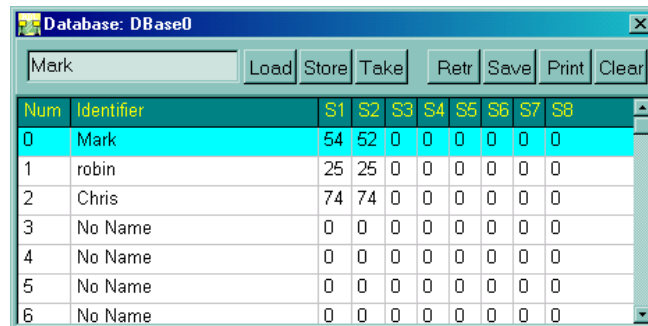
1. Either the presenter, or operator, can use the local control to raise and lower the height of each stand. As the stand is raised or lowered the stand height will be illustrated on the base station edit screen.

OR.....

2. The height can be adjusted from the base station by dragging the required stand to the desired height and then clicking on TAKE. For fine adjustments the small arrows below each stand can be used.


TO PROGRAMME PRE-SET HEIGHTS

TO CLEAR OLD ENTRIES.



Num	Identifier	S1	S2	S3	S4	S5	S6	S7	S8
0	Mark	54	52	0	0	0	0	0	0
1	robin	25	25	0	0	0	0	0	0
2	Chris	74	74	0	0	0	0	0	0
3	No Name	0	0	0	0	0	0	0	0
4	No Name	0	0	0	0	0	0	0	0
5	No Name	0	0	0	0	0	0	0	0
6	No Name	0	0	0	0	0	0	0	0

1. If you wish to start with a clean Data Base you can empty the existing one by using CLEAR.
2. If you wish to start with a clean Run Order use clear command.



Num	Identifier
1	Matt
2	Juliette
3	No Name
4	Matt
5	Robin
6	Matt

TO RE-CALL SAVED DATA BASES AND RUN ORDERS

3. If you wish to re-call a saved Data Base use RETR in the Data Base screen to retrieve a data file.
4. If you wish to re-call a saved Run Order use the RETR in the Run Order screen to retrieve a data file.
5. When you have set all the stands to the required height for one Preset, Click on DATABASE.
6. Select a Preset number from the Database, an existing one if you wish to adjust an existing entry, or a No Name if it is to be a completely new entry.
7. Overtyping the Existing reference, either presenter's name or No Name, with the new Reference in the Box at the top right of the DataBase screen.

8. Click on STORE. You will be asked if you wish to overwrite Preset????
Click OK if you are happy with the entry.

9. The Preset is now available to Click and Drag into the Run Order. Click on Run Order and the Run Order Screen will appear. Click on the Entry you need and drag it into the correct place in the Run Order.

10. When you have completed the building of the Data Base use Save to save the Data Base with a name for the Event as a safety measure and for future reference.

11. When the Run Order has been created Save with the required Title as a safety measure and for future reference.

TO ALTER THE HEIGHT – LIVE

1. Click on the entry in the Run Order that you require and then click on TAKE at the top of the Run Order Screen OR press Enter. You will get a pictorial image of the position of each stand on the base station edit screen.

2. Or.....drag the stands to the required height and click on TAKE in the main stand selection screen.

3. If the Rise & Fall software has been installed within the WinPlus Directory the Presenter name can be added into the prompter text with the following typical statement:

```
//cp Chris
```

When this statement passes the Q marker the stands will automatically go to the heights pre-set for that Presenter.

N.B. The WinPlus.ini file must also be edited so that Conference Link=1
(The default is 0).

This will make the connection between WinPlus and the Rise & Fall software.