

Wollongong Party Hire - Photobooth Instructions

Getting Started – Choosing Your Template & Background

1. On the main menu screen you will see a range of **templates**. Some templates take 1–4 photos, some create 2×6 strips, and others are full-size 6×4 inch prints. Simply tap the template you like.
2. At the top of the screen, press the **Choose Background** button.
 - Categories appear on the left-hand side.
 - Tap a category, then select a picture.
 - Your chosen background will appear in the green screen background box (top right).
 - A live preview of how your photos will look is shown at the right hand bottom of the screen.
3. You can change the template or background at any time before taking photos.

Taking Your Photos

4. When you are happy with the template and background, press the large **Take Photos** button (bottom right of the screen).
5. The photo booth counts down while loading your chosen template and background.
6. The screen now changes to a live view of yourself on the screen. Position your face so it is fully visible in the frame. When you are ready, press the **Start** button on the bottom left-hand side.
7. As each photo is taken, you will see a preview of it on the right-hand side of the screen. When all the photos for that template have been taken, you will be shown how the finished print will look.
 - If you like it, press **Print**.
 - If you don't like it, press **Cancel**.
 - If you don't touch any button, it will automatically print after a short time. Photos are sent to the Party Server for printing and included in the slide show.
8. Extra options on the live view screen:
 - Colour/Black & white** – switches between full colour or black & white.
 - Video** – takes you to a separate screen to record a 30-second video clip.

Changing Template or Background

9. To go back and change your template or background, press the **Menu** button in the top left corner. This returns you to the menu screen where you can select a new template and/or new background.

Viewing & Printing Photos Already Taken

10. On the main menu screen, press the **Photos** button at the top.
 - You will see all photos taken so far tonight.
 - Tap any photo to view a large preview on the right-hand side.
 - If you want to print it press the PRINT button below the photo.
11. To return to the main menu, touch the blue bar at the top of the screen that says “Touch here to return to main page”.

Ready to Take More Photos?

Simply press the **Take Photos** button (bottom right) again and follow the steps above.

Turning the Photo Booth and Party Server Off

To turn the Photo Booth off at the end of the function there is a small black button on the top left back of the unit. Press it once to shut the booth down. The Party Server has the same button on the left side. After both have shut down, wait 30 seconds and then turn both off at the power point.

Need help? Call Wollongong Party Hire on (02) 4296 6054 - *Enjoy your photo*