ZEE PROMPT

Operating Instructions

MODEL: ZP12

PrimeLight Design


ZEE PROMPT

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1. Introduction

The ZeePrompt is a professional teleprompter for studio and location filming. It can be mounted direct to the camera using 15mm bars (not supplied), or to a light stand using the 16mm adaptor (supplied).

It is design to be operated off-camera by suitable personnel using a PC or Mac. Our ZeeCue teleprompter software is included for seamless setup and ease of use.

2. Important Safety Information

CAUTION

- **This product contains sheet glass. To avoid injury, always follow these instructions and handle the unit with extreme care at all times.**
- **Do not allow the unit to be bent, warped or flexed when flat, as this may cause the glass to break.**
- **Always transport the unit folded flat in the supplied case.**
- **Each time the unit is used, check all screws and clamps are secure to ensure it unit does not detach from the camera or light stand.**

Additional safety information

- The monitor has been tested for conformance to international safety regulations and requirements, however, like all electronic equipment, the device should be used with care.
- Avoid heavy shocks which may damage the monitor.
- Do not use chemical solutions to clean the monitor or main unit. Simply wipe clean with a soft cloth.
- Do not block ventilation holes.

3. Identifying the main parts

1. **Main unit**
2. **Rail block** - to slide onto 15mm rails
3. **Beamsplitter glass**
4. **Doughnuts** (63, 80 & 112mm) - fits on lens to prevent light entering the main box
5. **PSU** Power supply and AC heads for the ZeePrompt monitor.
6. **16mm receiver** - to allow the unit to be mounted on a light stand
7. **HDMI cable**



4



5



6



7



* Specifications subject to change without notice.

4. Assembling the ZeePrompt



❶ Move the railblock to its lowest position and secure using the knob.



❷ Grasp the top of both side panels and lift to allow the unit to unfold.



❸ Push the side panels to a vertical position. **WARNING: be careful not to trap fingers as the panels join.**



❹ Move the hinged rear panel so it engages with the magnet. This completes the assembly. Reverse the procedure for disassembly.

5. Mounting options

Choose your desired mounting option:



OPTION 1: MOUNT TO EXISTING 15MM BARS
Recommended for full-size cameras having existing 15mm bars. Recommend option for fast setup and best performance. ⇉ Pg 9.



OPTION 2: MOUNT ON A LIGHT STAND
Recommended for DSLR cameras; or if you do not have 15mm bars; or if your tripod is too small to support the weight of the ZeePrompt. ⇉ Pg 11.

6. Mounting to existing 15mm bars



❶ Ensure your 15mm bars do not extend beyond the front of the lens.



❷ Choose a suitable doughnut and fit around the rim of the lens.



❸ Loosen the two levers on the rail block. Slide the ZeePrompt onto the bars. The front of the lens should be in line with the hole in the main box, (or pushed through to the beamsplitter glass if a wider focal length is needed). Re-tighten the two levers and re-balance your tripod head accordingly.

7. Adjusting the height on 15mm bars



❶ Loosen the knob on the rail block



❷ Position the ZeePrompt so that the lens is positioned in the centre/upper-centre part of the hole.



❸ Position the doughnut to eliminate light from entering the ZeePrompt.

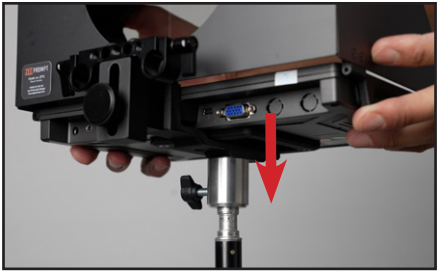
NOTE: On wide lenses where the edge of the ZeePrompt becomes visible in shot, the lens may be positioned through the hole up to the beamsplitter glass.

8. Mounting to a light stand

If your camera does not have 15mm bars, or if you are using a DSLR, the ZeePrompt can be mounted onto a standard light stand having a 16mm spigot.



❶ Attach the 16mm adaptor to the ⅜" threaded hole in the base of the ZeePrompt.



❷ Attach the ZeePrompt to your light stand and secure using the thumbscrew.



❸ Choose a suitable doughnut and fit around the rim of the lens.



❹ Position the ZeePrompt in front of the lens. **Note: the railblock can be completely removed if desired.**

9. Connecting the ZeePrompt monitor



❶ Connect the HDMI cable from your laptop to the HDMI input on the ZeePrompt monitor.

❷ Power the monitor using the 110-240V AC power adaptor (supplied). The monitor accepts 7-24V DC which allows it to be powered from your camera D-tap or similar (cable optional extra).

❸ You should see your computer desktop displayed on the ZeePrompt monitor. Depending on your computer's configuration, you will see a duplicated or extended desktop.

For best results, we recommend using our included ZeeCue prompting application; see next section for details.



The menu for the monitor can be accessed on the front side of the ZeePrompt. The unit is shipped with settings most relevant for use as a teleprompter, however, you can change the F1 and F2 functions buttons to your needs.

10. Using ZeeCue teleprompter software



Included with the purchase of the ZeePrompt system is a licence key for our dedicated teleprompter application, ZeeCue for Windows and macOS

ZeeCue is designed to work in perfect harmony with the ZeePrompt and takes advantage of the ZeePrompt's built-in text reverse feature. This makes operating the application much simpler as you do not need to worry about extending and reversing your desktop screen.

You will receive a card with a licence key in the ZeePrompt package.

The ZeeCue application can be downloaded at: primelightdesign.co.uk/zeecue

If you have any licensing or activation issues, please contact us: support@primelightdesign.co.uk.

11. Beamsplitter glass care and replacement

CAUTION

- **This product contains sheet glass. To avoid injury, always follow these instructions and handle the unit with extreme care at all times.**

The beamsplitter glass is fragile and must be treated with care - like you would an expensive lens.

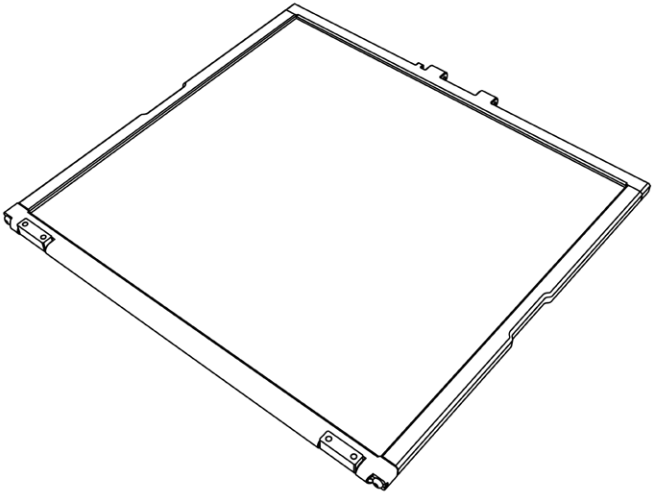
Cleaning

To clean the glass, remove particles using a lens blower or soft brush. Clean using a non-greasy window cleaner and lens cloth.

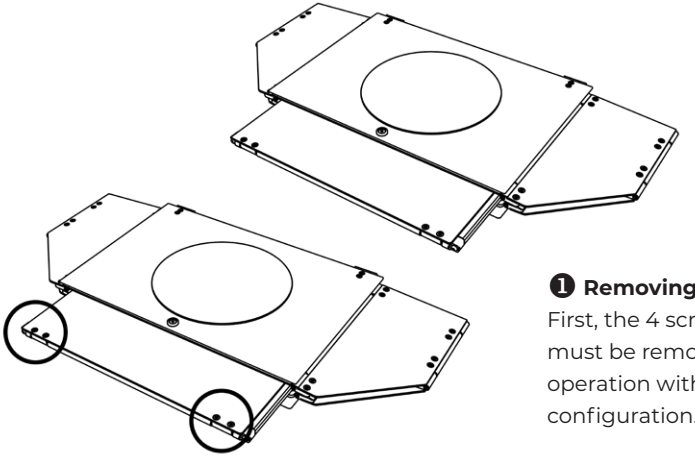
11. Beamsplitter glass care and replacement

Replacing the glass

It is strongly recommended that a spare glass is purchased in the unlikely event that the unit suffers damage before use.
The following pages illustrate the procedure for replacing the glass.
The replacement mirror is supplied ready to use and the kit is made up of the glass, frame, and hinges, all pre-assembled from the factory.
NOTE: Take extra care during this procedure, especially if the glass is broken.

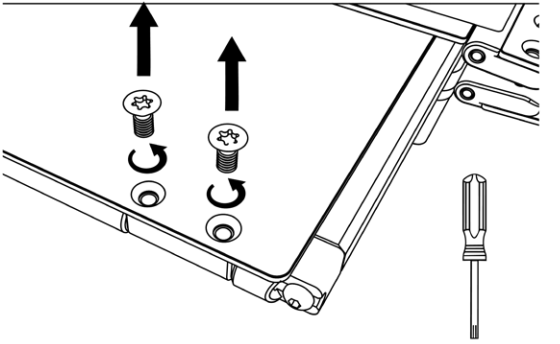


11. Beamsplitter glass care and replacement



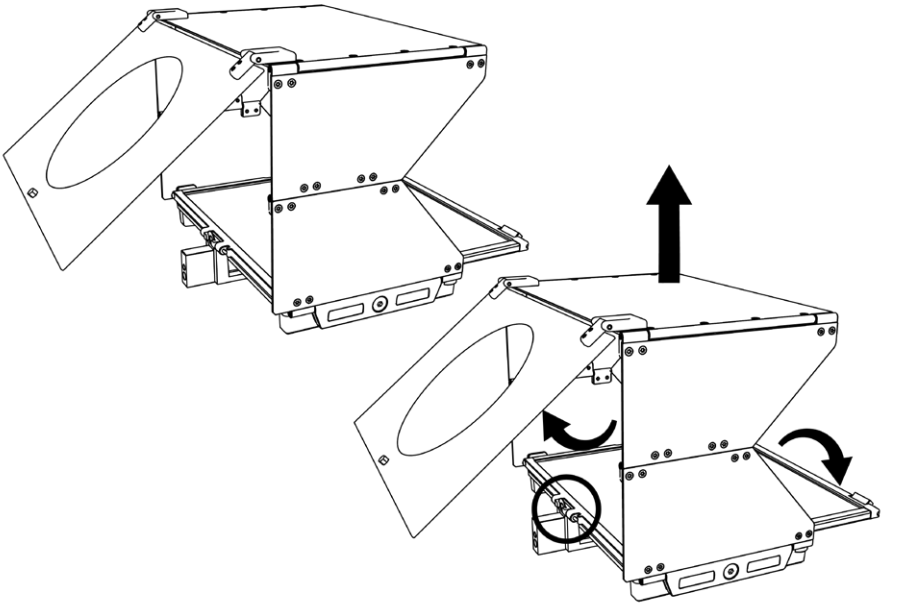
❶ Removing the old glass/frame
First, the 4 screws of the upper hinges must be removed. Perform this operation with the ZeePrompt in folded configuration.

Use a Torx T8 screwdriver to remove the 4 screws.



11. Beamsplitter glass care and replacement

❷ Once the screws have been removed, unfold the ZeePrompt, keeping the glass in a horizontal position.

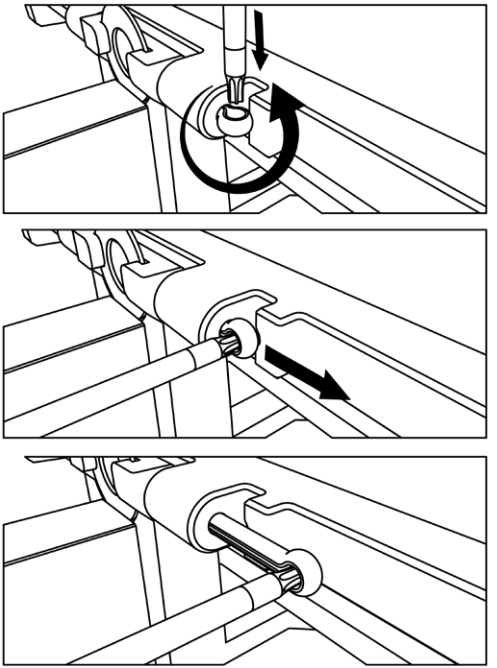


11. Beamsplitter glass care and replacement

❸ **Remove the centre split pin.** Insert the end of the Torx screwdriver into the split pin eyelet and rotate to unlock it.

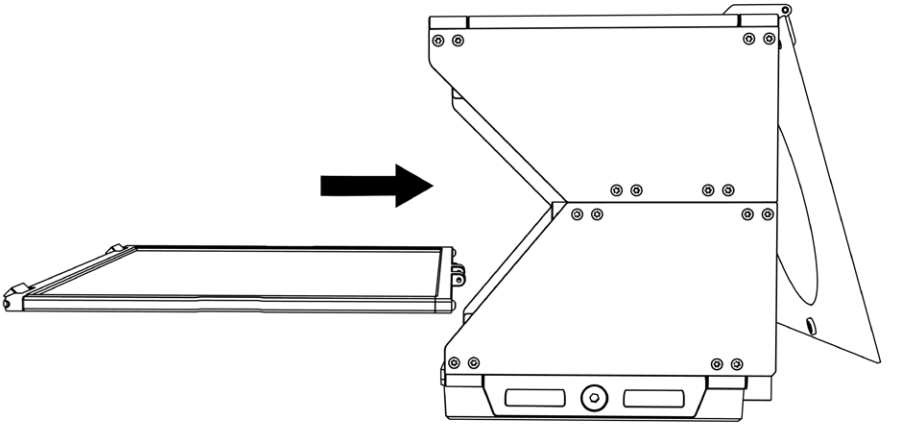
Carefully extract the split pin.

Once the split pin has been removed, the full frame can be removed as well.



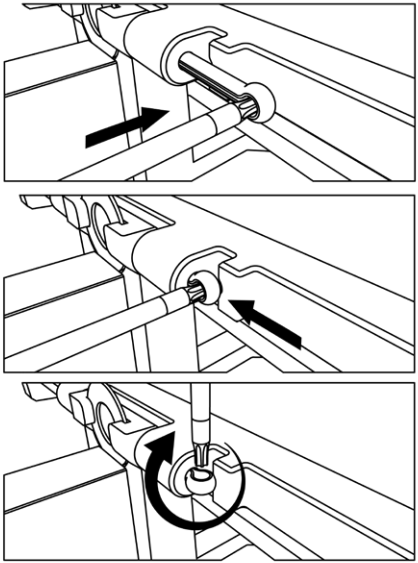
11. Beamsplitter glass care and replacement

❹ **Placing the new glass/frame**
Place the new frame flat inside the ZeePrompt.
Important: one side of the glass has the mirrored surface. Be sure the new glass/ frame is the same orientation at the previous glass/frame.

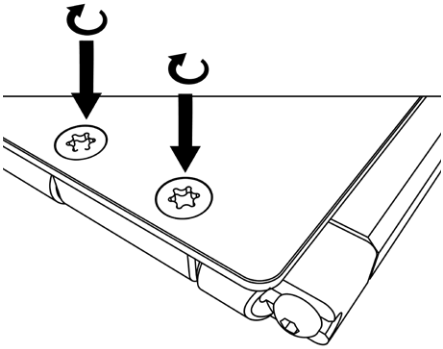


11. Beamsplitter glass care and replacement

❺ Place the centre split pin, and using the Torx screwdriver, rotate the eyelet to lock it.



❻ Place the 4 Torx T8 screws to connect the upper hinges with the sliding plate.



The glass/frame is now secure and ready for operation.

12. Specifications

Assembled size (without railblock)	W265 H204 D170mm
Weight (main unit)	1.5kg
Kit weight (full kit & softbag)	3.9kg
Softbag dimensions	W500 H360 D150mm
Lens hole diameter	140mm
Beamsplitter glass size (diag)	Approx 305mm (12 inch)
Monitor display screen size	10.1 inch 8 bits
Physical resolution	1920x1080
Brightness	320nits
Contrast	1000:1
Input signal	Full size HDMI, VGA
Input voltage	DC 7-24V
Power consumption	≤ 10W
Operating temperature	0°C - 50 °C
Storage temperature	-20°C - 60°C

13. Support and parts

You can purchase spare parts and get fast response support via our website:

primelightdesign.co.uk/zeeprompt

Designed and built in the UK by

PrimeLight Design

PrimeLight Design is a trading style of PrimeLight Films Ltd.

Registered in England & Wales:
06036110.
Ilkley, LS29 9JB, United Kingdom.

ZeePrompt is patent pending.

14. Warranty

Warranty provisions for this product are listed below

- Guarantee this product for one year against defects in product and components, under normal installation and usage to the final customer who purchased from the manufacturer or reseller.
- During the warranty period, repair the defects using new or renovated parts without any charge, or exchange the defective product with a new product or a product which has been manufactured by new or refurbished components and is functionally equivalent to the normal product.

Inapplicable Warranty

- Expired warranty period.
- If this product is made available for hire, this warranty is void.
- Breakage or damage caused by inappropriate usage, repair, maintenance and accident.
- Installation and removal with improper external equipment or improper usage.
- Fall and external shock.
- Exposure to the extreme environment of abnormal temperature, a solvent, an acid, flood and humidity.
- External damage such as scratch, dent and breakage.
- Disrepair and damage caused by installation, repair, improvement, addition, disassembly by unauthorised persons.
- Modified, replaced, removed information identifying the original product.
- Absence of valid proof of purchase.

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