

Brady Booth

New White Kiosk — Setup & Operations Manual



Field Operations DNP-RX1HS Printer TouchPix WCM Plus 17 Steps Updated June 2026

QUICK REFERENCE

Credentials & Access Codes

Keep these handy throughout the entire setup. You will need every code below before the booth is ready for guests.

CREDENTIALS & ACCESS CODES — KEEP HANDY THROUGHOUT SETUP

IPAD PIN

1222

4-digit iPad unlock code

WCM WIFI PASSWORD

dnp12345

Default WCM Plus password

TOUCHPIX SETTINGS

12222

5 digits — NOT same as iPad PIN

WCM IP ADDRESS

192.168.4.1

Enter in Safari to open WCM settings

WCM WIFI NETWORK

WCMPLUS-095

iPad connects to this ONLY

TOUCHPIX LOGIN

events@blackdiamondep.com

Money\$\$Maker

touchpix.com — use Events (New UI)



Brady Booth — Full system reference

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REFERENCE

Tutorial Videos

5 linked videos with QR codes — scan on your phone or tap in the PDF

PRE-EVENT CHECKLIST

Equipment Inventory

Verify all items are loaded before leaving the warehouse. This kit requires four separate bags/cases.

WHITE KIOSK — HARD SHELL CASE

- ☐ Head unit (largest piece — camera + iPad inside)
- ☐ Lower leg piece
- ☐ Upper leg piece
- ☐ Square main base plate (labeled)
- ☐ Printer stand leg piece
- ☐ Printer shelf piece
- ☐ Flash bounce card
- ☐ DNP Wireless Connect Module (WCM Plus)

WIRE BOX — BOTTOM (CABLES & SUPPLIES)

- ☐ Card holder + business cards
- ☐ Pens, markers, gel pens (for scrapbook)
- ☐ Power blocks (6-outlet + 2-outlet)
- ☐ 2× 25-ft extension cords
- ☐ Gaffer's tape (1× black, 1× white)
- ☐ Plastic box: glue sticks + tape
- ☐ Plastic box: backup batteries + sticky notes
- ☐ Spare printer media kit (4×6 ink + paper rolls)
- ☐ Scrapbook kit — *ONLY if client ordered it*

⚠️ Replace scrapbook kit from warehouse stock after any event it is used.

PRINTERS — SOFT BLACK BAGS (×2)

- ☐ DNP-RX1HS Photo Printer
- ☐ 2× USB cables
- ☐ 2× Power cables

BACKDROP + PROPS

- ☐ Backdrop frame stand bag
- ☐ Detachable metal rods + corner pieces
- ☐ 2× metal bases
- ☐ Plastic backdrop box with client's graphic backdrop
- ☐ Props kit (top box) — *ONLY if client requested props*

1

PHASE 1

Physical Assembly

Unpack the kiosk, assemble it in the correct order, route cables, and power everything on.

1–4
STEPS

1

Unpack the Kiosk — Identify All Pieces Before Building

Open the hard shell transport case and carefully remove every component. Lay them out in a clear area before beginning assembly. Trying to identify parts mid-build wastes time and creates errors.

- **Head unit** (1 piece — largest, contains camera and iPad)
- **Leg pieces** (2 pieces — upper and lower leg)
- **Main base plate** (1 piece — labeled, square)
- **Printer stand leg** (1 piece)
- **Printer shelf** (1 piece)
- **Flash bounce card** (1 piece)



Transport case — closed



Transport case — open, showing foam interior

2

Assemble the Kiosk — Base First, Head Last

Use the built-in red latches to connect all pieces. Assembly is sequential — attaching pieces out of order makes it harder and risks damage. Click each piece firmly before moving to the next.

1. **Attach the main base plate** to the lower leg piece. The fatter end of the lower leg goes into the base plate.
2. **Attach the upper leg piece** on top of the lower leg.
3. **Attach the head unit** (camera/iPad) at the very top — last.
4. **Attach the printer stand leg** and then the printer shelf to the designated connection points.

 NOTE: Assembly Tip

Each piece should click into place with little force if correctly aligned. The fatter end always goes into the receiving socket. Each red latch must be fully engaged before adding the next piece.



Red latch attachment and connection area



Fully assembled Brady Booth — reference photo

3

Run Cables Through the Kiosk — Two Separate Paths

All cables must be routed through the internal channels before connecting anything or taping. There are two distinct cable paths — do not mix them up.

- **Main power cable:** Fish all the way down through the channel in the bottom of the main base plate.
- **Printer power cable + printer USB cable:** Fish both through the slot directly above the printer shelf.

 WARNING: Don't Tape Yet

Leave all cables loose until after the test print in Step 14 is complete. You may need to adjust routing during setup. Only then tape down neatly with gaffer tape.



Cable channels in kiosk leg — cables routed through



Main power cable exiting at the base plate bottom

4

Add Bounce Card & Power Everything On

Attach the flash bounce card to the top of the kiosk head, then power on all components in this order:

1. **iPad** — hold power button until screen lights up
2. **Camera** — power on, switch to camera mode, enable auto focus
3. **DNP-RX1HS Printer** — power on, wait for ready indicator
4. **Flash / strobe lights** — power on if not already on from a previous event



IMPORTANT: Modeling Light Must Always Be at Full Brightness

The front-facing Modeling Light must be set to 100% brightness at every single event without exception. This directly affects photo quality. Check it at every setup.



Kiosk fully assembled with light panel open and on



Inside kiosk head — camera position and bounce card area

2

PHASE 2

Connectivity & Network Setup

Connect the USB-C dongle, link the iPad to the WCM, bridge to venue WiFi, and confirm the printer is online.

5–9

STEPS

5

Verify USB-C Dongle Connections

The USB-C dongle is the central hub linking the iPad to both the camera and the Wireless Connect Module simultaneously. All three connections must be solid before moving on.

- **USB-C dongle** → plugs into the USB-C power/data port at the bottom of the iPad.
- **From dongle** → **Camera**: USB cable to the top-left port when viewing the camera from the back.
- **From dongle** → **WCM module**: USB cable to the black square box on the left side of the kiosk when viewed from the back.

✓ CHECKPOINT: Three Connections Must All Be Active

Before moving on: (1) USB-C dongle is in the iPad bottom port, (2) USB cable from dongle to camera, (3) USB cable from dongle to WCM box. If any are missing, the booth will not function.



iPad interior — wide view showing cable layout



USB-C dongle close-up — all three connections visible

6

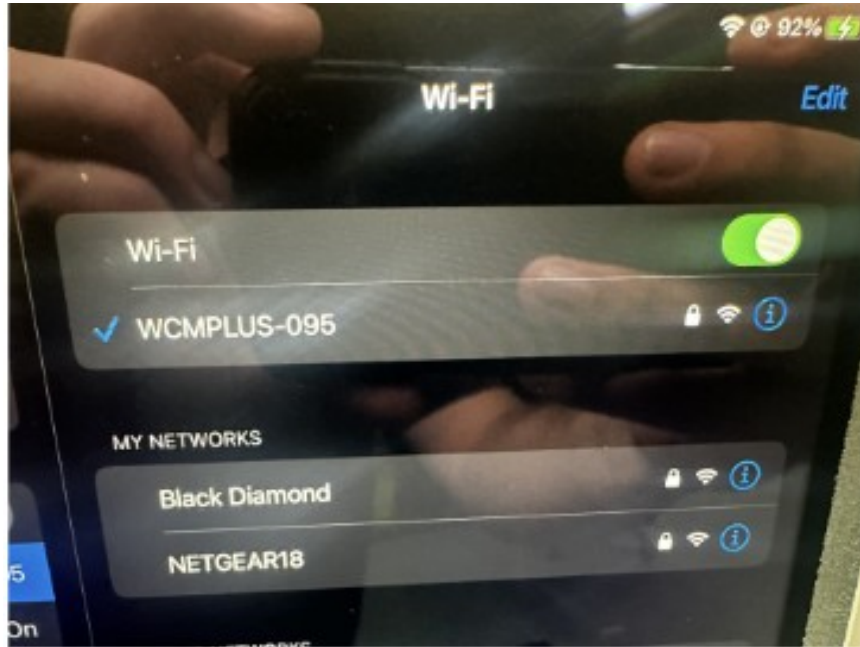
iPad Login & Connect to WCM WiFi

Unlock the iPad and connect it to the Wireless Connect Module's dedicated WiFi network. The iPad must stay on this network for the entire event.

1. **Unlock iPad using PIN: 1222**
2. **Go to Settings → WiFi and select: WCMPLUS-095**
3. **Enter password: dnp12345**

 **IMPORTANT: Critical — Do NOT Connect iPad to Venue WiFi**

The iPad must remain on WCMPLUS-095 for the entire event. The venue's internet access is configured separately inside the WCM settings page in Step 8. Connecting the iPad to the venue network directly will break printing.



iPad WiFi settings — WCMPLUS-095 selected and connected (checkmark visible)

7

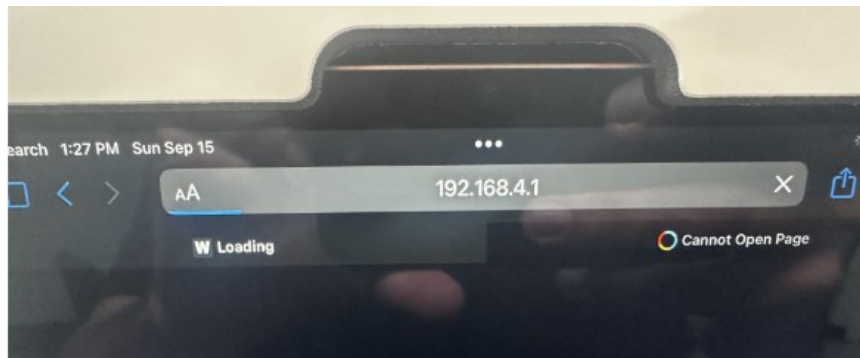
Open WCM Settings Page in Safari

With the iPad connected to the WCM Plus network, access the module's configuration interface through Safari.

1. **Open** Safari on the iPad.
2. **Tap the address bar and type:** 192.168.4.1
3. **Tap** Go. The WCM settings page will load.

NOTE: Page Not Loading?

Confirm the iPad WiFi settings show WCMPLUS-095 as the active connection. The WCM settings page is only accessible from that network. If still not loading, power cycle the WCM module and retry after 30 seconds.



Safari showing 192.168.4.1 in address bar — WCM page loading

8

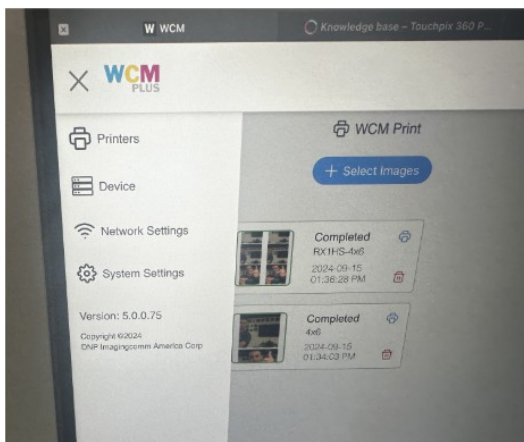
Connect the WCM to Venue WiFi

This bridges the Wireless Connect Module to the venue's internet, enabling text/email delivery and Dropbox uploads during the event. Done inside Safari — not in iPad Settings.

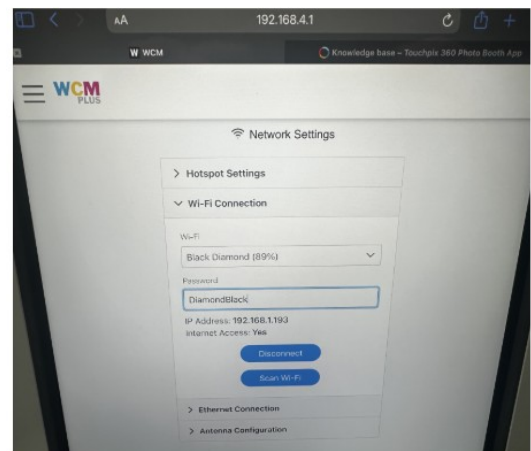
1. **Tap the three-line menu (≡)** on the left side of the WCM settings page.
2. **Tap** Network Settings.
3. **Expand the WiFi Connection** dropdown.
4. **Tap** Scan WiFi Networks to see available networks.
5. **Select the venue's network** and enter its password.
6. **Confirm the connection** — wait for a connected indicator before continuing.

 NOTE: No Venue WiFi Available?

The booth will still print locally without internet. However, digital delivery (SMS, email, AirDrop) and Dropbox photo uploads will not function. Flag this to the event host.



WCM Plus sidebar menu — Network Settings option



WCM Network Settings — venue WiFi connected, IP confirmed

9

Verify the Printer Is Online and Ready

Before closing Safari, confirm the DNP-RX1HS is recognized by the WCM module and shows a Ready status.

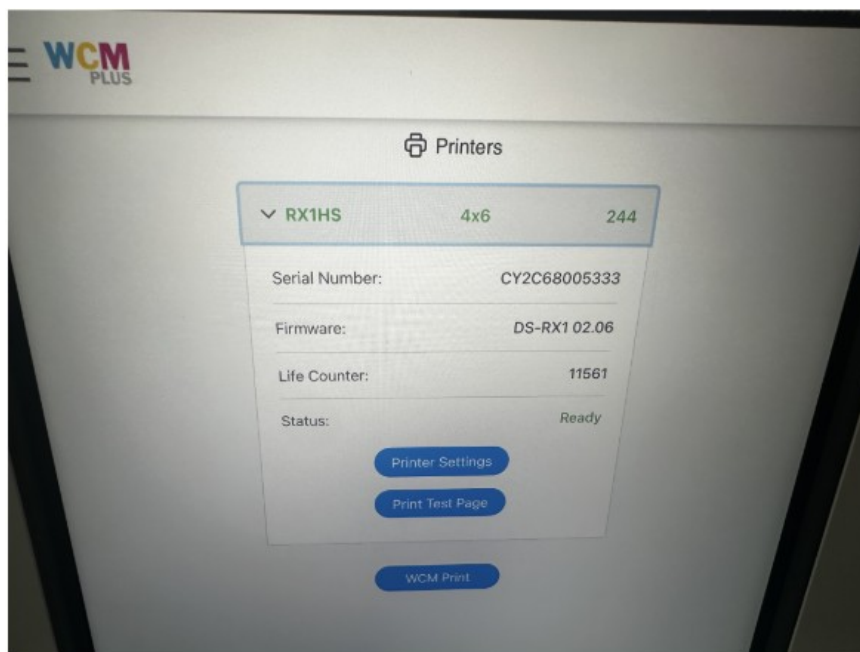
1. **Confirm printer is connected to both** power and the USB cable going to the WCM module.
2. **In WCM settings:** ≡ menu → Printers.
3. **DNP RX1HS** should appear in the list.
4. **Check the far-right number** — this is the remaining print count.
5. **Status must read "Ready"** before continuing.

 CHECKPOINT: Showing "Ready"? You Can Close Safari.

Once the printer shows "Ready" and a print count is visible, minimize or close Safari. Do not return unless troubleshooting.

⚠ WARNING: Printer Not Appearing?

Check that both the power cable and USB cable are firmly seated. The USB must go from the printer to the WCM module — not to the iPad. Power cycle the printer, then refresh the Printers page in Safari.



WCM Printers page — DNP RX1HS listed, Status: Ready, print count visible

3

PHASE 3

Software Configuration

Set print sizes in WCM, load the event in TouchPix, configure printer, and connect the DSLR camera.

10–13

STEPS

10

Set the Print Size in WCM Settings

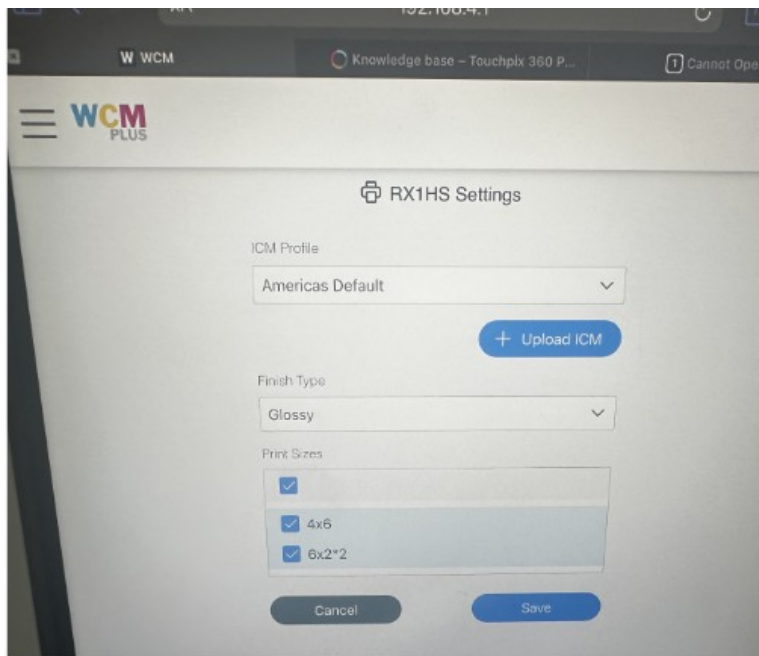
While still on the WCM Safari settings page, configure the correct print format before closing the browser.

1. In **WCM settings**: ☰ → Printers → DNP RX1HS → Printer Settings → Print Sizes.
2. **Enable the correct format** for this event (see table below).

PRINT FORMAT	SETTING CODE	WHEN TO USE
Standard 4×6 Photo	4x6	Event requires large-format 4×6 photos
2×6 Strip Photo (most common)	6x2*2	Standard strip prints (two per page, cut apart)

 NOTE: Need Both Sizes?

If the event may use both formats, activate both 4x6 and 6x2*2. The booth operator can then select the desired size on a per-print basis inside TouchPix during the event.



WCM RX1HS Settings — Print Sizes screen with 4x6 and 6x2*2 both activated

11

Load the Event in TouchPix

Open the TouchPix app and load or refresh the current event. Even if the event was pre-loaded, always refresh to pull the latest template and settings from the server.

If the event is already pre-loaded:

1. **Open the** TouchPix app on the iPad.
2. **Tap the Settings menu** (passcode: 12222 — five digits).
3. **Tap "Refresh Event"** then confirm when prompted.

If the event is not yet loaded:

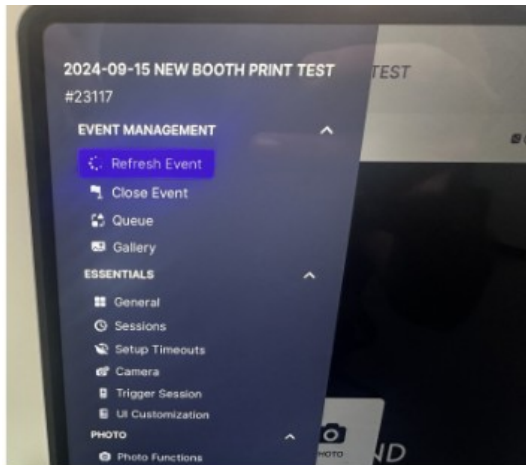
1. **Open** TouchPix app.
2. **Tap** "Activate Event."
3. **Scan the event QR code.** If camera direction is wrong, tap the swap button below the QR scanner.

 WARNING: 5-Digit Code — Not 4

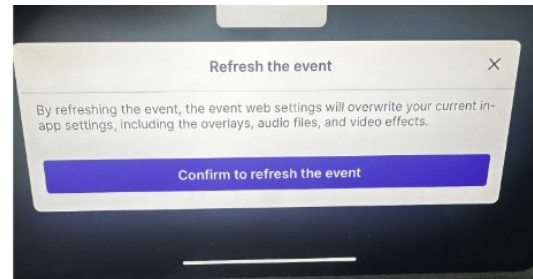
The TouchPix settings passcode is 12222 (five digits). The iPad unlock PIN is 1222 (four digits). These are different codes.

 NOTE: Need the Event QR Code?

Log into touchpix.com using events@blackdiamondexp.com / Money\$\$Maker. Select "Events (New UI)" and find the current event.



TouchPix settings — "Refresh Event" option highlighted



"Confirm to refresh the event" dialog

12

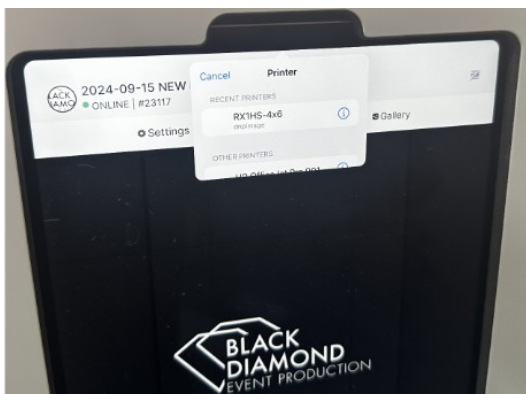
Configure the Printer in TouchPix

Tell TouchPix which printer to send jobs to. This must be set manually — it does not always configure itself automatically.

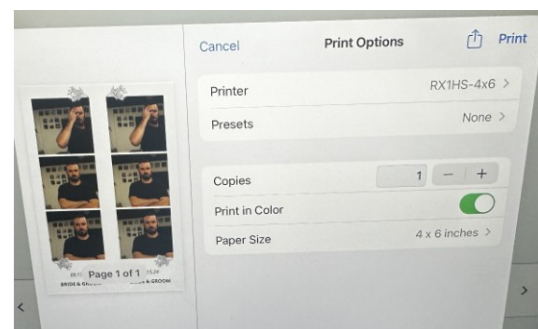
1. **Open TouchPix Settings** (passcode: 12222).
2. **Tap "Printer."**
3. **Set connection type to AirPrint** (if not already selected).
4. **Select DNP RX1HS** from the printer list.
5. **Leave paper handling set to Auto / Default.**

✓ CHECKPOINT: Printer Showing in List = All Connectivity Confirmed

If the DNP RX1HS appears in the AirPrint printer list, it confirms Steps 6–9 are all working correctly.



TouchPix — printer selection popup, RX1HS-4x6 visible



Print Options — RX1HS-4x6 selected, 4x6 paper size confirmed

13

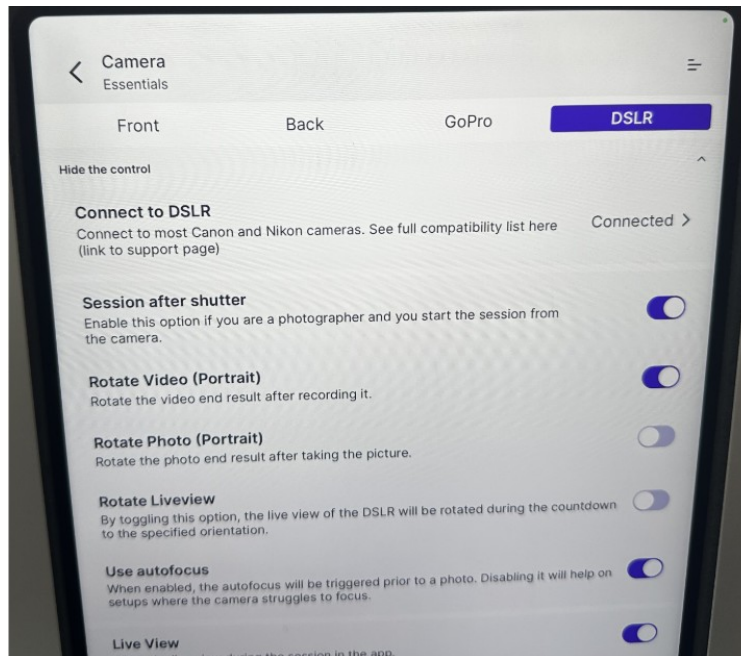
Connect the DSLR Camera in TouchPix

Link the DSLR to TouchPix so the app can trigger the shutter, download images, and send to print automatically.

1. **Open TouchPix Settings** (passcode: 12222).
2. **Tap** "Camera."
3. **Select** DSLR as the camera type.
4. **Tap** "Connect to DSLR."
5. **The camera should** connect automatically within a few seconds.

⚠ WARNING: Camera Not Connecting?

Check: (1) camera is powered ON, (2) camera is in camera mode, (3) auto focus is enabled, (4) USB cable runs from camera to the USB-C dongle — not directly to power. Toggle camera power off/on and retry.



TouchPix Camera settings — DSLR tab selected, "Connected >" confirmed

4

PHASE 4

Final Check & Go-Live

Run a complete test session verifying every output type before guests arrive. Do not skip.

14

STEPS

14

System Test & Go-Live Verification

Before opening the booth to guests, run through a full test covering every output type. This is the last chance to catch issues before the event.

- **Test photo session:** Take photos, confirm image quality and focus are correct.
- **Test print:** Send a print, confirm correct template, event name, and date on the output.
- **Test SMS/text delivery:** Send to your own phone and confirm it arrives within a reasonable time.
- **Tape cables:** Once everything passes, gaffer-tape all cables down cleanly.

✓ **CHECKPOINT: Go-Live Checklist — Confirm All Before Opening to Guests**

- ☐ iPad connected to WCMPLUS-095
- ☐ WCM connected to venue WiFi
- ☐ Printer shows "Ready" in WCM settings (Step 9)
- ☐ Camera connected and triggering in TouchPix
- ☐ Test print completed successfully
- ☐ Template shows correct event name and date
- ☐ SMS / text delivery confirmed working
- ☐ Modeling light confirmed at full brightness
- ☐ All cables taped down cleanly with gaffer tape



Fully assembled Brady Booth — ready for guests

5

PHASE 5

During the Event

How to reprint photos and send digital copies to guests at any point during the event.

15

STEPS

15

Reprints & Digital Delivery During the Event

The two most common mid-event guest requests are extra prints and digital copies. Both are handled through the TouchPix gallery.

To Reprint a Photo:

1. **Tap the Gallery button** (top right of the TouchPix event home screen).
2. **Select the photo** to reprint.
3. **Tap the Print icon** at the bottom of the screen.
4. **Confirm print size:** 4x6 for large prints, 6x2*2 for strip prints.

To Send a Digital Copy (Text / Email / AirDrop):

1. **Tap the Gallery button** (top right of the TouchPix event home screen).
2. **Select the photo** to deliver.
3. **Tap the appropriate delivery option** (SMS, email, AirDrop, etc.) at the bottom of the screen.

6

PHASE 6

End of Event & Pack-Down

Close the event in TouchPix, power everything down, and repack the kiosk for transit.

16–17

STEPS

16

Close the Event in TouchPix — Follow This Order Exactly

The event must be properly closed before packing. There is a specific sequence to follow — doing it out of order can result in lost photos or upload failures.

1. **Open the TouchPix Settings menu.**
2. **Tap "Queue"** — wait until all pending uploads show 0 remaining.
3. **Confirm the Dropbox upload toggle is ON** while in the Queue view.
4. **Once queue reads 0**, open Settings again.
5. **Tap "Close Event"** and follow the on-screen prompts to completion.



IMPORTANT: This Action Is Permanent — Cannot Be Undone

Once an event is closed in TouchPix, it cannot be reopened or reactivated. These are single-use events. You may need the original event QR code to complete the close process — have it ready. Never close while the queue still shows pending uploads.



TouchPix Event Management menu — Queue, Close Event, and Gallery options visible

17

Power Down & Repack the Kiosk

With the event closed, shut everything down and repack the kiosk exactly the way it came out of the case. Every component has a specific position in the hard shell.

1. **Exit the TouchPix app** fully (swipe out of the app).
2. **Fully power down the iPad** (hold power button, slide to turn off).
3. **Locate the camera lens protector** — stored in its velcro spot inside the back panel of the kiosk head. Cover the camera lens.
4. **Remove gaffer tape from cables** carefully, then disassemble the kiosk via the red latch system in reverse order: head first, then legs, then base.
5. **Pack all components** into the hard shell case in the same configuration they came out in.

NOTE: Unsure of the Packing Layout?

Reference the Kiosk Packing Instructions video in the Tutorials section below. Proper packing prevents component damage during transit between events.

→ Photos of the lens protector velcro location and packed case to be added.

REFERENCE

Helpful Tutorial Videos

Video references for common setup questions. Scan any QR code to open on your phone, or tap the link for a direct URL.



Kiosk Packing Instructions

How to properly repack the kiosk hard shell case after events

<https://www.youtube.com/watch?v=StMcTg3b89Q>



Latch Assembly Tips

Troubleshooting the red latch connection system during build

<https://youtu.be/98VAr2pdLBg>



TouchPix Software Tutorials

Official TouchPix video tutorials for the full platform

<https://touchpix.com/tutorials/>



Wireless Printer Setup

WCM Plus connection and DNP printer configuration walkthrough

<https://www.youtube.com/watch?v=9LftpbvOZvA>



TouchPix AI Tutorial

How to use TouchPix AI features at events

<https://www.youtube.com/watch?v=PoLwCHFDQU>

