

Contents

Optional Extra



Tablet and charging cable



Tripod and device holder



Microphone and charging cable



Microphone holder and lanyard



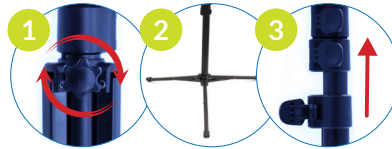
Velcro strap



Microphone case and spare tripod screws

Step 1: Setting up the tripod

1. Loosen the lower screw and pull out the legs (you might have to pull 2 legs at the same time)
2. Once the legs are extended to the desired distance, tighten the screw (the wider the legs are extended the greater stability the tripod will have)
3. Open the clips to extend the central pole, then close at the desired height



Step 2: Connecting to the microphone

If you have previously paired your device to the microphone, follow the steps below.

1. Make sure Bluetooth is turned on on your device
2. Press and hold the microphone button for 3 seconds to turn the microphone on
3. The microphone will automatically connect and show a blue flash every 5 seconds
4. The device will now show SmartMic as 'Connected' on the Bluetooth menu

If the microphone hasn't paired, you may need to follow Step 4 from the [Pairing the microphone](#) guide on the right.



Step 3: Attaching the device on the tripod

Locate a device with the IRIS Connect "Record" app, and sufficient charge and storage space, if one is not included in the kit.

Attaching a Tablet on the tripod

The holder is stored at a 90° angle in the case, it needs to be upright so you can place the tablet in a landscape orientation. You can do this by loosening the top screw, lifting up the holder and then tightening.

Attaching a phone on the tripod

Your phone needs to be placed into the holder in a landscape orientation. To do this make sure the holder is at a 90° angle to the tripod. If using out of the case you will need to twist the holder up so that it faces you, or if it has been previously used for a tablet you will need to loosen the top screw and move the holder down to 90°, then tighten.

Pull the springy/sprung/stretchy side/top of the holder to extend it, allowing you to place the device in the holder in a landscape orientation.

Make sure the device is held securely in the holder before moving the tripod.

If the holder is too large/small, you can adjust the size of it by pressing the button on the back and extending or compressing the top of it, then release the button.



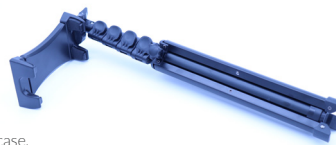
Step 4: Final setup and recording

1. Place the tripod either on the floor or on a desk or shelf, extending or decreasing the central pole to the desired height
2. If the tripod is somewhere where it might get knocked or if it's extended quite high, we recommend using the velcro strap included in the kit to secure it to a table leg or similar
3. Clip the microphone to your clothing or use the lanyard and holder provided
4. Launch the IRIS Connect Record app on your device and follow the on-screen instructions



Step 5: After recording

1. Make sure your reflection has completed uploading before closing the app
2. Power off then charge the microphone and device before returning them to the case (to turn off the microphone, press the button for 3 seconds until you see a purple light, then release)
3. Lower the holder to a 90° angle and collapse the tripod, as per the picture, so it fits back in the case.



Pairing the microphone

1. When pairing for the first time make sure the distance between the device and microphone is less than 1 metre
2. Turn on the microphone by pressing and holding the button for 3 seconds until the indicator light shows a purple light, then release
3. Navigate to your device's Bluetooth settings menu
4. Turn on Bluetooth and select SmartMic from the list of available Bluetooth devices
5. The device will now show the status as 'Connected' on the Bluetooth menu

Indicator light guide

- Blue flashing - pairing mode
 - Blue flash every 5 seconds - paired
 - Solid Purple - powering on/off
 - Solid red - low battery
- ### Charging
- Solid red - charging
 - Solid green - fully charged

Battery level guide

To check the battery level of the microphone, review the icon on the device its paired to, which indicates the remaining battery charge.



If you have any questions, just contact our support team.

For more information on how to set up and use your IRIS Connect system, please visit the [User Training Group](#) on the platform.

Contact our support team

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Serial Number