# Wyoming SBDC Network

**Light Box Photography Resources and Set-Up Tutorial**
Visit WyomingSBDC.org/LightBoxTraining for a tutorial video on how to set up the light box and links to e-commerce photography webinars. For access to assistance with any other business question you may have, reach out to your Wyoming Small Business Development Center Regional Business Advisor.
**WyomingSBDC.org/Contact**

## How to set-up your lightbox

1) Set box so the curved zipper pocket is facing up towards the ceiling
2) Undo the velcro tabs on the sides of the box
3) Lift the box upwards
4) Pull down the white corrugated plastic panel in the back of the box and push down into place towards the ground
5) Undo the velcro holding the white fabric and cover necessary areas with the white fabric
6) Drop the black fabric front panel and secure it to the box
7) Unzip the pocket on top of the box and plug in the power cord found within the pocket
8) Place an item inside the box and then use one of the three smaller flaps on the large front flap to view your item
9) Place the tripod and phone/camera within the desired flap.
10) Take your first photo!

## How to take down the lightbox

1) Unplug the power cord and store it in the zipper pocket on the top of the box
2) Roll up inner white fabric and velcro black flap to the top of the box
3) Pull the corrugated white plastic board towards you
4) Box will fold flat
5) Secure velcro tabs

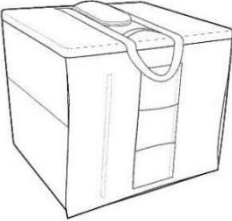## Light Box Photography Quick Tips

1) Maintain consistent lighting outside of the box just in case any ambient light is visible when taking photos. Mark the placement of your tripod outside of the box as well in case it gets bumped or moved during the photo process.
2) Place a small item (penny, tape, post it note) in the box to mark where to place your products so placement is consistent for every photo.
3) Use the level and grid feature on your phone or camera to ensure that you are taking photos that do not need to be adjusted as much in the editing process later.
4) If you are using your phone to take photos download the free editing app, Adobe Lightroom. Adobe Lightroom is easy to use and will give you more manual photography options on your phone that are not available without the assistance of an app.
5) Watch our webinar series at WyomingSBDC.org/LightBoxTraining on Smartphone Photography for E-Commerce for more helpful tips and training.

# Portable Photo Studio

## Contents:

Before getting started, ensure the package contains the following components:

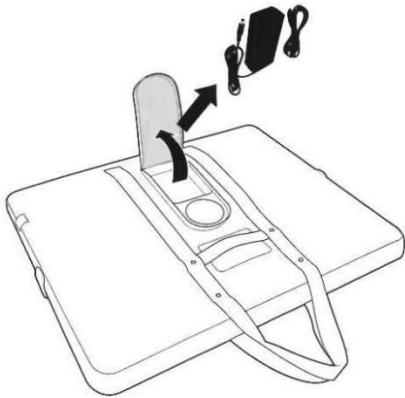| Part Name | Part Illustration | Qty |
|---|---|---|
| Portable Photo Studio |  | 1 |
| Power Supply and Cord |  | 1 |

# Instructional Video Page

Please use the QR Code to access imaging information and our companion app. The app provides image enhancement abilities and upload to Amazon listings.
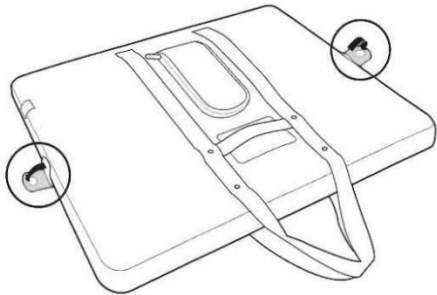
https://www.amazon.com/pstudio

## Step 1:

Unzip top pouch and remove power supply and cord.



## Step 2:

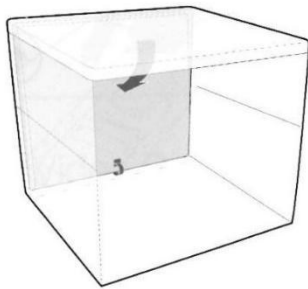Release velcro securing flaps on two sides.

## Step 3:
Open photo booth.
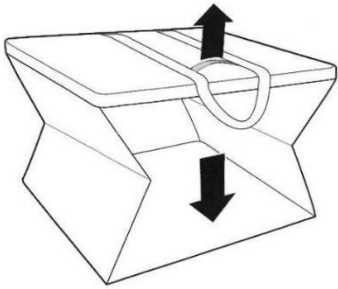
To open, hold down on inside base with one hand while other hand pulls side strap up **with force** to **fully expand** until the firm panel to swing down.
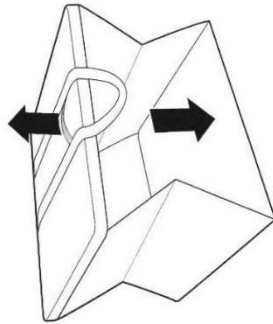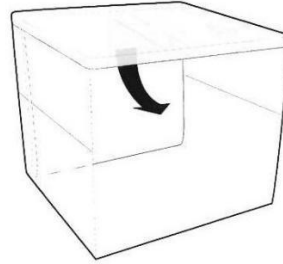
OR...place the box on the floor and spread open until the firm panel falls. Then place the box upright
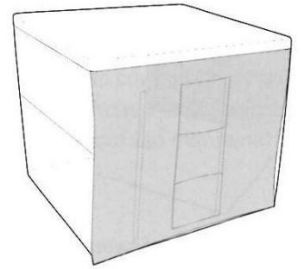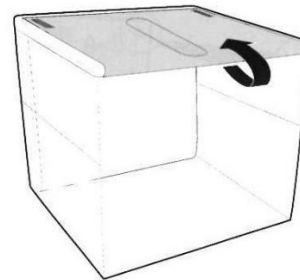
## Step 4:
Release front fabric flap.

Detach front fabric flap from velcro on inner top of booth.

Front fabric flap will drop down.

Push firm panel to back of booth to secure booth structure.

Swing front fabric flap over to lie on top of photo booth.

## Step 5:
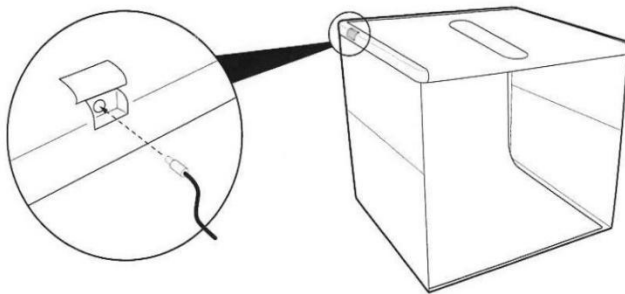Prepare sweep.

Velcro attachments
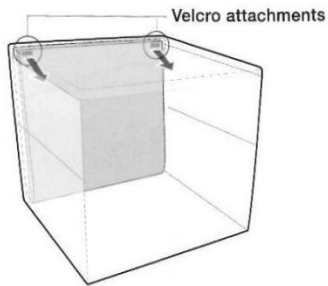
*Pull down FRONT of sweep from inner top of photo booth by detaching its velcro tabs.*

*Let sweep cover the back and the bottom of photo booth.*
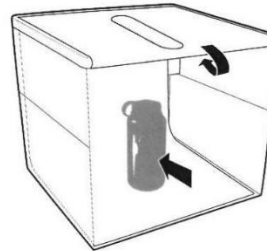
## Step 6:
Plug in photo booth.

*To turn on the built-in LED lights, insert small end of power supply cord into plug on top of photo booth. Plug in power supply to outlet. Note: The LED lights can be shut off by collapsing the booth or by unplugging the power supply.*

## Step 7:
Place object in photo booth.

*For best results place object approximately 6 inches (15.24cm) from the front. Center larger objects in the photo booth. Bring front flap down to cover front of booth for better lighting. (Note: If larger object fills the booth, the front flap may remain open to take pictures.)*

## Step 8:
Take pictures.
(Ensure camera lens is free of smudges and dust.)

A-1
A-2
A-3

B
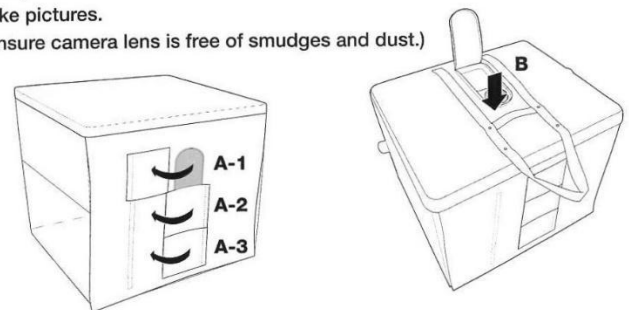
*Pictures can be taken from front three separate windows (A) or from the top (B). The front windows have a magnetic tape edge that attaches to a secondary magnetic strip to stay open. (Note: Taking pictures through one window with the other windows closed improves lighting in the booth. Also, reflections are reduced on objects such as glass, shiny plastic, jewelry and watches.)*

# Step 8: (cont.)
Take pictures.
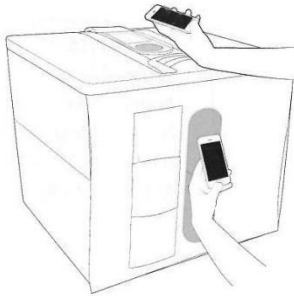
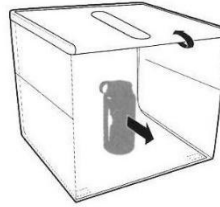*Use camera phone or camera to take pictures of object.*
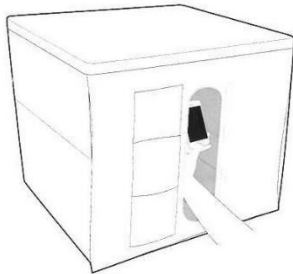
*Put camera phone or camera into photo booth if necessary to get closer to smaller objects. (Note: Do not use zoom function on camera phone—this may reduce quality of photographs.)*
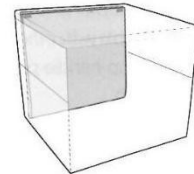
# Step 9:
To Take Down – Unplug power supply and cord. Return sweep and front flap to correct velcro attachments.
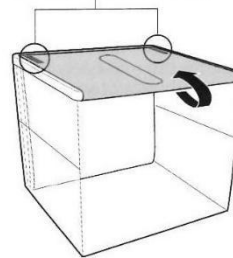
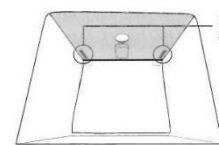*Lift front fabric flap over to top of booth and remove object.*

*Reattach front edge of sweep to itself on back corners.*

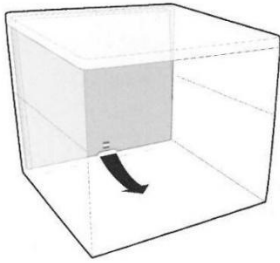**Front flap velcro attachments**

**View of front flap**

Front flap velcro attachments

*Swing front flap from outside top to inside top. Reattach to velcro attachments.*
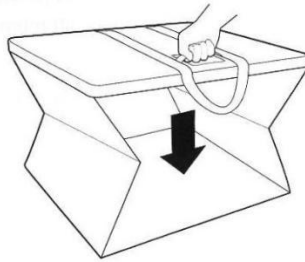
## Step 10:
Collapse photo booth.

Using the hand opening in the firm back panel, pull forward to top of photo booth while holding top-handle with other hand. **CAUTION:** Holding top-handle prevents free-fall of top of booth.

Allow photo booth sides to collapse. Fasten velcro securing flaps and return power supply and cord to top pouch.

## Step 11:
Transport photo booth.

Use large main haul handles (C) to carry photo booth over the shoulder or with hands. The side handle (D) may also be used for carrying by hand. (Note: The knuckle protection pad/pocket beneath (D) provides extra comfort when using side handle. Pocket fits business cards or other small items.)
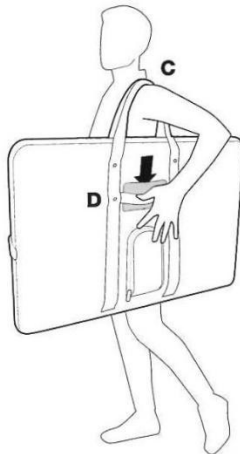
*For more information regarding the Library to Business Program, please visit the links below:*