TELEPROMPTER

Getting started

A guide for the browser prompter - version 0.2.20

A teleprompter that runs in a browser or on your desktop. This page is the short version: read your first script, then see what else is there.

It is also a PDF, at <https://teleprompter.myevent-labs.io/getting-started.pdf>.

Read your first script

1. Open <https://teleprompter.myevent-labs.io> and create a free account. No card, no trial clock.
2. Choose **Read**.
3. Paste your script and press **Read it**.

The script opens in the prompter straight away. Nothing is saved, so there is nothing to tidy up afterwards and you can close the tab when you are done.

While you read

The control bar has what you need, and every control has a key.

- Space starts and stops the scroll. The up and down arrows change speed, and the left and right arrows seek.
- + and ? change the text size.

- L opens the layout sheet: background, reading line and side margins.
- ? lists every shortcut.

Mouse: scroll the wheel over the script to seek. While paused, **Edit** turns the script into an editor so you can fix a line without leaving the prompter. **Save** keeps the change, and **Done** carries on reading.

Keep your scripts

Studio is your library and editor. A new account starts with a short Getting Started script you can read immediately.

- **New script** starts a blank one, and the editor saves as you type.
- Select text and use Heading, Text, B, I or U to format it.
- **History** lists the last ten saved versions with the time of each save. **Restore** goes back to one of them.
- **Import** reads a .txt, .md, .docx or .pdf file. Plain text and Markdown are read in your browser; Word and PDF files are read on the server.
- **Export** writes .txt, .md, Word or PDF. Headings, bold, italic and underline survive the Word and PDF export. The PDF uses the standard fonts, so a character outside Latin-1 comes through as ? for now.

Voice follow

Press V, or tap the **Voice** pill, and read aloud. The script follows your speech and eases each spoken word onto the reading line.

Voice follow uses the browser speech service, so it works in Chrome or Edge once you allow the microphone for the site.

Present from a second screen

The presenter page shows a QR code. Scan it to open the remote on a phone, then use it to start and stop, change speed, seek or jump back to the top.

The phone can also act as the microphone. That is the way in on an iPad or iPhone, where the browser speech service is limited.

On a phone or tablet

The studio, the editor and the presenter all work on a phone. Open the same script on a second screen and the layout adapts to what you have in front of you.

The desktop app

A floating, see-through window that sits over Zoom, Meet or Teams. It is part of Pro. Open the account menu and choose **Download for...** - the entry names your computer - and the file downloads. There is no public download link, and the steps that go with it are below.

It updates itself, so you only download it once.

- **Windows**: run the file, then open Teleprompter. If Windows warns you about the app, choose More info, then Run anyway - it says that about any new app it has not seen before.
- **macOS**: open the file and drag Teleprompter into Applications. The build is

signed and notarized, so it launches normally. If your Mac still objects the first time, right-click the app, choose Open, then Open again.

- **Linux**: make it executable and run it with the --no-sandbox flag.

On Linux the window cannot be hidden from screen share yet.

Your data

Scripts are stored for your account. **Account & privacy** in the studio lets you export your scripts, or delete them.

Anonymous usage events go to the MyEvent Labs dashboard and never include what you write, read or speak. Turn them off with **Share anonymous usage** in the studio.

Plans

Reading a script costs nothing. Pro adds the script library, import, the phone remote, voice follow and the desktop overlay. Team adds a shared library for five people.

Payments are not connected yet, so nothing is charged and no feature is gated. Everything above works on every account.

If something looks wrong

- **Voice does nothing.** Allow the microphone for the site. It needs Chrome or

Edge.

- **Voice on an iPad or iPhone.** Use the phone remote as the microphone, or read from a desktop browser.
- **A Google Docs import fails.** The document has to be public or shared by link.
- **Sign-in says local sign-in is off.** That is a development build, which needs a development flag. See DEVELOPMENT.md.