

Installation Guidelines and Requirements



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Introduction

This guide is a reference for anybody who is involved in an iBar™ rental. The document will give you a detailed overview about what should be considered when renting the iBar™. Being aware of the information communicated in this document is key in making sure that the iBar™ will be working at its best, and thus make your event a memorable occasion.

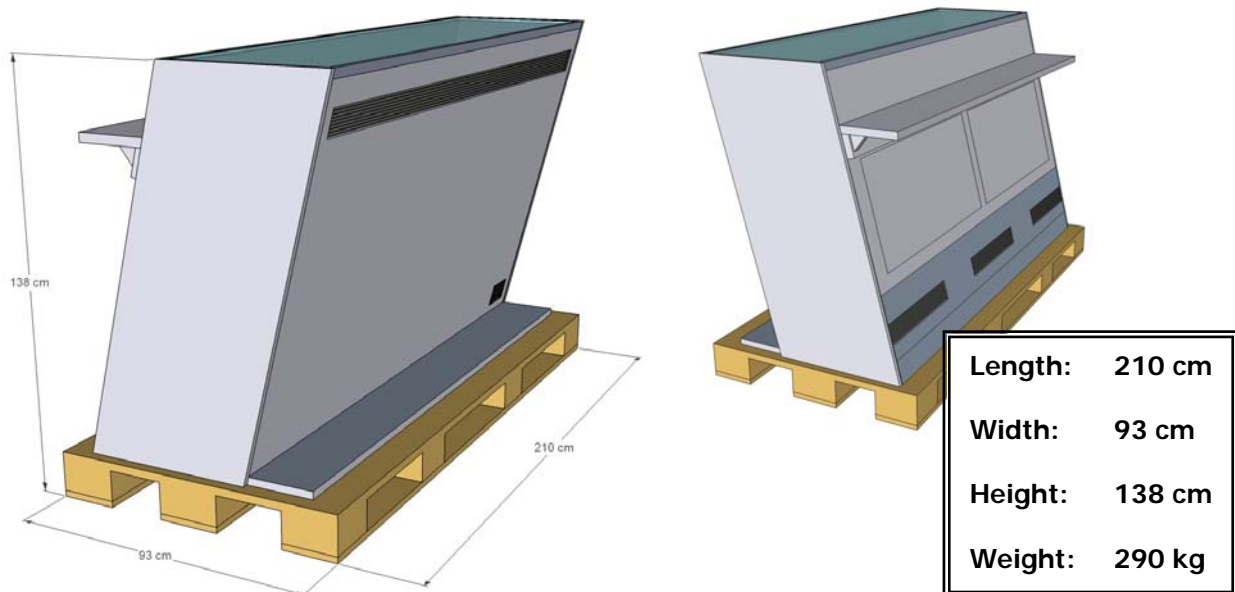


Transport

The details for the transportation-process for any iBar™-rental, has to be discussed prior to any event and agreed with the designated Mindstorm project manager within the following framework:

To and from the venue

The iBar™ is shipped in 2metre long sections. Each 2metre section is packed on a pallet for transportation. The dimensions are as follows:



packed state (transport by forklift / pallet-truck)

Transportation of the iBar™ can be organized either by Mindstorm or by the client themselves, but once delivered to client's event venue it is the client's responsibility to arrange for the iBar™ to be positioned and located on site. The access plan to the venue as well as the logistic schedule for rigging/de-rigging has to be coordinated with the designated Mindstorm project-manager prior to the event; and the client's responsibility is to confirm the following:

- Access to and from the venue for the lorry is guaranteed;
- Access to the location for iBar™ in the event venue is achievable;
- Confirmation with the Mindstorm project manager the exact address as well as the contact information of the responsible person on site coordinating the logistics at the event venue.
- If providing transportation for the event the client is to make sure a tale lift is confirmed with the transportation company for the truck delivering and returning the iBar™
- Provision of a forklift / pallet shifter to facilitate loading and unloading of the iBar™ into the venue

Installation requirements

Once the iBar™ is in position and supplied with power, the installation process should take about approximately 2 hours. In order to adhere to this time frame it is the clients' responsibility to provide Mindstorm's designated project manager with the event schedule and agree with them the time that is allocated to the iBar™ installation.

For the whole process of shipping, de-rigging, positioning and setup you should plan at least 5 hours in your event schedule according to our experience!

On site

The unpacking and installation of the iBar™ cabinets has to be coordinated by a Mindstorm technician who is responsible for the installation. It is the responsibility of the client to provide the staff to move the cabinet off the pallet and move it into the location within the event venue. It must be stressed that the client must adhere to the appropriate best practices and health and safety rules and regulations during this process.

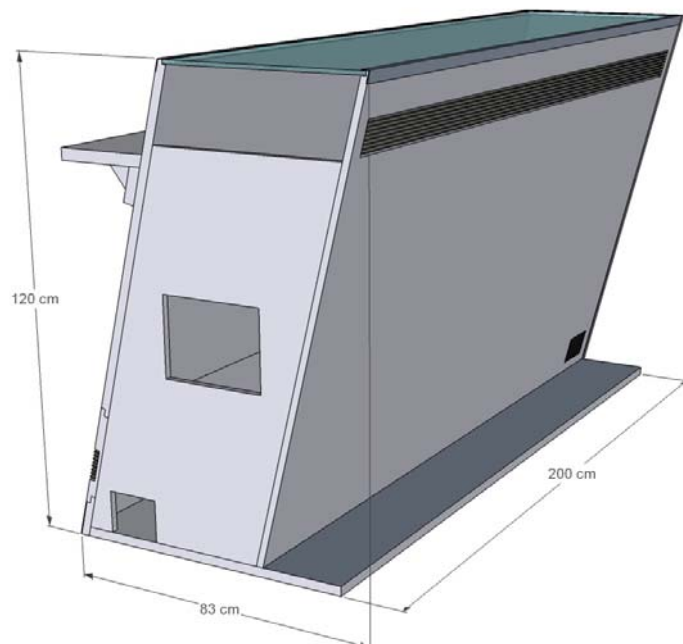
It is the client's responsibility to ensure and make sure, that prior to the event, there is sufficient access for the iBar™-cabinets. When unpacked the iBar™ cabinets have the following dimensions:

Length: 200 cm

Width: 83 cm

Height: 120 cm

Weight: 200 kg



Unpacked state (move by hand / min. 4 Persons)

Positioning

Our iBar™-cabinets all have serial numbers. If there is a particular setup that has been agreed with Mindstorm, prior, it is the responsibility of the client to arrange that all the cabinets are put in the right position sequence according to their serial number.

When choosing the position of where to put the iBar™ on your event, the client should consider the following:

- The tracking of the iBar™ is an optically based technology and therefore the surface has to be prevented from direct spotlights as well as sunlight.
- Preferably the iBar™ is placed in a location where the light environment is completely controllable (turn on/off, dimmer, light engineer on site etc), so a perfect lighting context can be achieved.
- The iBar™ has to be placed on a flat and solid ground (special circumstances have to be agreed with the project manager)
- The iBar™ can not be exposed to adverse weather conditions such as rain, wind or extreme heat or cold.
- If the iBar™ is used for example in a big exhibition space, then the type and location of light sources of the in-house system (on the ceiling) should be considered, as you normally won't have control over them. In this case please discuss about a suitable solution with the assigned Mindstorm project manager.
- If your event also features a light show that needs a test run, make sure the timeframe for setting up the iBar™ is not interfering with this test run to guarantee that our installer has enough light to carry out a proper setup and installation of the iBar™.

Power supply

The iBar™ runs at 220 volts and has power feed cable outlets on both sides of the cabinet which needs to be considered when you make the positioning plans and cable layout for the event. Each cabinet has a 16Amp blue Ceeform plug on a 2 meter lead.

The power consumption of a 2metres section of cabinet is 6 amps. If several sections are put in series together, the consumption is just summed up together. Therefore 4 metres of iBar™ sections would = 12 amps, 6 meters of iBar™ sections would = 18 amps in total etc... If it is possible it is suggested that a separately fused supply is provided for the iBar™ so it can be turned on and off by just cutting the power supply.

If you have different power arrangements that may need different power adapters please call our project management teams to discuss these issues

After installation the transportation sleeve and pallets that come with the iBar™s, to protect them during transportation, must be stored by the client in a safe and secure place while the event is in progress. If the iBar™s have to be stored overnight, it can be agreed with the project manager, prior to the event, that the packaging can be stored inside the transportation vehicle.

It must be noted that at any point during transportation to and from the event and while at the event venue no heavy items are to be placed on the top surface of the iBar, as it could damage the surface glass.

Health & Safety Statement

Mindstorm adheres to all the UK Health & Safety rules and regulations. It must be stressed that the final setup and configuration is ALWAYS carried out by a certified Mindstorm technician.

Over Branding

There is a separate document including the precise over branding plans and instructions. Please ask the Mindstorm designated project manager to provide you with this document in case you are planning to over brand the iBar™.

Some things should be mentioned here for consideration:

- All iBar™ cabinets have a certain colour. Please ask a what colour your iBar™ will be, and if that colour suits your event.
- All iBar™ cabinets are designed to be aesthetically pleasing to the eye. Therefore it is not possible to fix over branding materials with nails and/or screws or use any type of glue or tape that damages the finish.
- Each iBar™ cabinet has certain vents which have to remain open, even if the bar gets over branded – further details can be obtained in Mindstorms detailed over branding document.
- You have to communicate and agree with the designated project manager of Mindstorm about the type of over branding used.

Technical Information

You should be aware about the following technical and practical aspects that apply to any iBar™ rental:

- The iBar™ contains cutting edge technology and requires an internal cooling system to keep the operating temperature at an adequate level. This ambient temperature should not be more than 30°C to guarantee error-free operation!
- The iBar™ is fitted out with its own internal cooling system. There are several exhaust vents and air intakes at the back of the bar and one in front. You have to make sure that those vents don't get blocked during the event (details about positions can be found in the additional document for iBar™ over branding).
- The iBar™ needs 6Amp of power per 2 metre section. Therefore if you intend to operate it in a smaller venue you must confirm that the amount of power that is required can be provided.

- The iBar™ tracking engine works using an optical technology. This makes transparent objects difficult to capture on the system. Therefore to facilitate the system recognising them requires all glasses (and / or any specific black or dark objects) , to be marked using stickers according to the following specifications:

Specifications for stickers to mark up glasses:

Colour:	White	(or a very bright colour, e.g. yellow, light blue...)
Size:	min. 2cm in diameter	(the bigger the better, best is to cover the complete bottom of the glasses)

Usability

The usability of the iBar™ is dependent on the following:

- Tell your bar staff that they should keep the surface as dry as possible – e.g. wipe the surface off when drinks spilled. The iBar™ surface is sealed and there is no danger that any equipment gets damaged by spilling the contents of a glass, but it's much nicer for your clients to touch the interactive surface when it is not wet.
- If you plan to use the iBar™ as a temporary place to keep any prepared glasses (e.g. filled champagne glasses for the welcome ceremony) then ask for the possibility to switch from the application to a still image (e.g. logo, key-visual) during that phase of the event.
- If it was agreed that there is NO iBar™ installer on site during the whole period of the event, you will get briefed by the installer before the event start, about:
 1. How to turn the iBar™ on/off
 2. How to do the basic maintenance checks
 3. How to do the very basic service if needed (changing bulbs, adjust threshold)
- No one other than the client's designated and instructed person or a Mindstorm technician is allowed to open the iBar™.

The surface of the iBar™ is quiet strong but still: Don't sit, stand or dance on the surface!

BUT - If it is a mandatory part of your event that people are standing or dancing on the bar, you must discuss this with the designated Mindstorm project manager and so we can ascertain if we can provide you with an iBar™ cabinet that has a surface that is strong enough to facilitate this.

Clients List of Deliverables

Transport

- Access plan to venue
- logistic schedule (rigging and de-rigging)
- Exact address of venue and contact for person on site
- Forklift, Pallet-truck on site
- Enough staff on site to carry the cabinet around if necessary
- Storing space for the packing material during the event

Installation

- Installation schedule
- floor plans
- Contact on site for techn. aspects
- Responsible person to sign off positioning

Event

- stickers for glasses
- access passes for iBar™ installer