



## Assembly Guide

DCS5\_DCS6\_2016\_A

Check out our other products online at  
[www.copernicused.com](http://www.copernicused.com)

For assistance, please contact us:

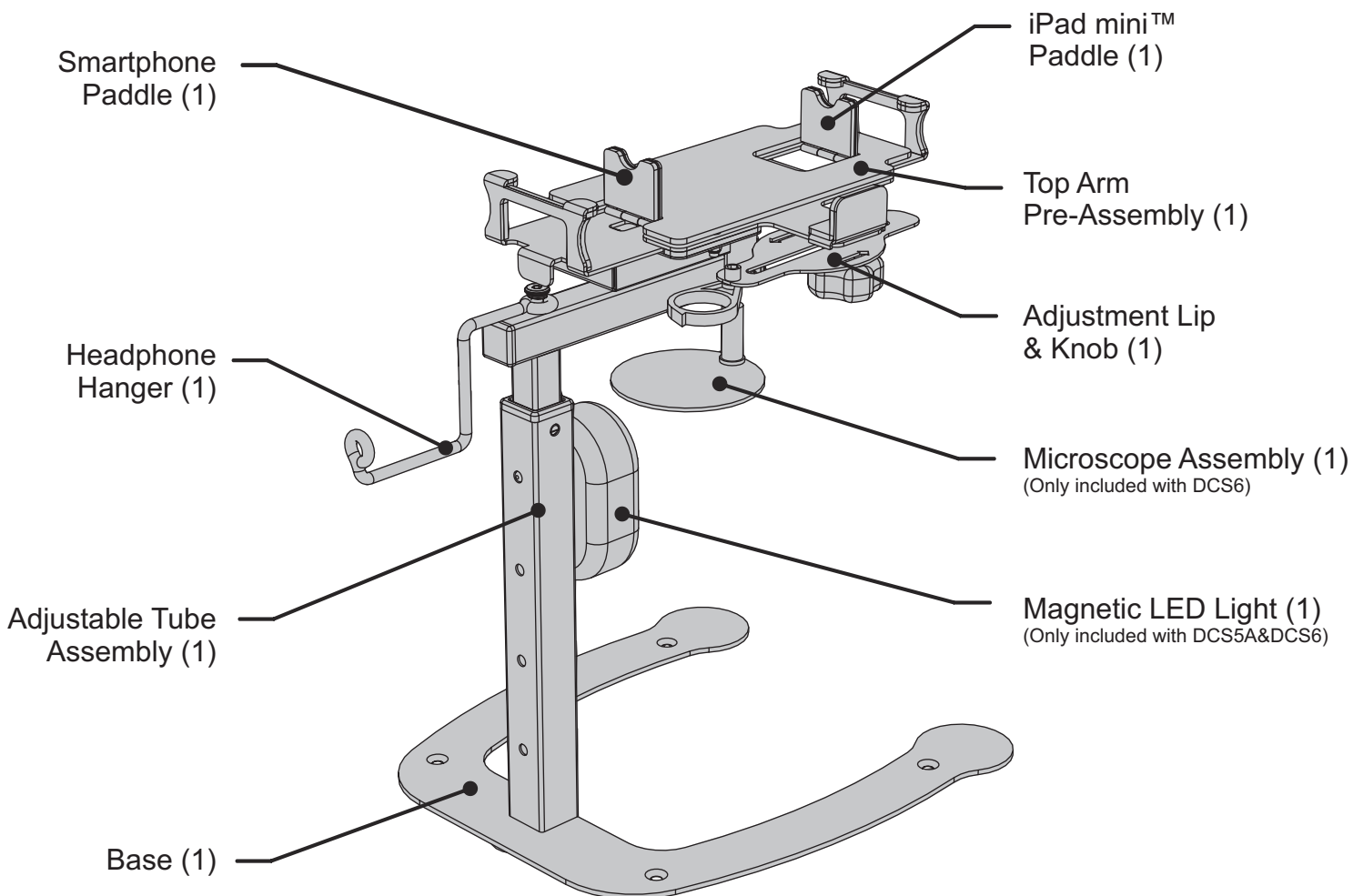
**1-800-267-8494**

Email [info@copernicused.com](mailto:info@copernicused.com)

**Have your packing slip ready for reference**

## WARNING !

- This product is meant to be assembled by an adult.
- In its unassembled state, small parts present a hazard.
- To be used under direct supervision of an adult.



***iPad® not included.***

***Document Camera and Microscope Function works with most Smartphones, iPad mini™, iPad 2™ & Newer.***





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Email [info@copernicused.com](mailto:info@copernicused.com)

**Have your packing slip ready for reference**

Dear Educator,

Thank you for purchasing one of our products. I hope that **Dewey - the Document Camera Stand** is useful in your classroom. If you have any questions, concerns, or ideas please contact us by telephone at 1-800-267-8494 or email at [info@copernicused.com](mailto:info@copernicused.com).

Enjoy using your new product and happy teaching.

Jim Phillips  
Chief Cook and Bottle Washer



We do not inherit the earth from our ancestors, we borrow it from our children.

NORTH AMERICAN  
PROVERB

Change is the end result of all true learning.

LEO BUSCAGLIA

What you leave behind is not what is engraved in stone monuments, but what is woven into the lives of others.

PERICLES

Education is the most powerful weapon which you can use to change the world.

NELSON MANDELA



### Validate Your Warranty

To validate your warranty, submit the ON-LINE form at [www.copernicused.com](http://www.copernicused.com)  
**Enter a draw to win a Copernicus Product for your classroom at the same time!**





# Warning! Hazard Risks!

Please read the warnings below for important safety information regarding your product. Failure to read these warnings or to follow the instructions below could result in personal injury or damage to your product that could void your warranty.



Small Parts

In its unassembled state, this product contains parts that can be hazardous to small children. This product should be assembled by an adult.



Adult Supervision

This product is to be used under the supervision of an adult.



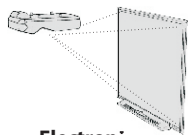
Indoor Use Only

This product is intended for indoor use only. To reduce the risk of fire or electric shock, do not expose this product to rain or moisture. The internal components are not sealed from the environment.



Power Strip Specifications

Read your power strip electrical specifications. Only plug in devices that are approved for use with this power strip. Connect the supplied power strip directly to a wall outlet. **Do not connect to another power strip or use an extension cord.** Unplug when not in use. **Do not leave this product plugged in for more than 72 consecutive hours.** Turn off power strip before unplugging.



Electronic Equipment

Read the electrical specifications of any electronic equipment you are using with your Copernicus products. Failure to read these specifications and follow their instructions could result in damage to your equipment or personal injury.



Cable Trip Hazard

Ensure that any cables extending across the floor to your product are properly bundled and marked to avoid tripping or falling which may lead to personal injury.



Electrical Shock

Do not install or use the electrical components of this unit during a lightning storm.



Climb Hazard

Do not climb on, hang from or suspend objects from any components of your product unless otherwise specified.



## Watch for These Helpful Symbols

This symbol denotes a 2- or 3- Person Task. For safety, please ensure that there are the suggested number of people working on steps displaying this symbol.



Watch for this symbol throughout the Assembly Guide. Wherever you see it, pay close attention. The symbol denotes a step needing extra attention to ensure it is done correctly.



The star symbol highlights an advisory note.

## Before You Begin

- Lay out and identify all of the included parts.
- The hardware has been packed according to **step**.
- Read the assembly guide over once to familiarize yourself with them.



**!** Please note that in its unassembled state, this product contains parts that can be hazardous to small children. This product should be assembled by an adult.

## As You Assemble the Unit

- Follow the steps in sequence.
- Before beginning each step, find the part(s) that you need for that step.
- Pay attention to the labels on the parts; they are there to help direct you at certain stages.
- The title of each step states what you will be doing. Review the text and the pictures as you build the unit.

## Customer Service - FAQ's



### For missing parts and other issues regarding this product:

- The height adjust system is not working.
- The projector mount cannot be rotated.
- I lost the key to my lock box.

Please call Copernicus Customer Service, where we will be happy to help.  
1-800-267-8494. Monday - Friday 8:30am - 4:30 pm EST.

OR

Email our Tech Support Service at [info@copernicused.com](mailto:info@copernicused.com)

### Need Tech Support? Have a Question?



Email our Tech Support Service

### Check out some of our other great products!



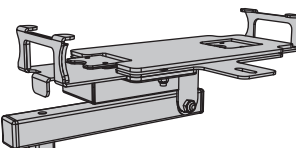
[www.copernicused.com](http://www.copernicused.com)



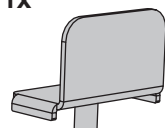
## Before beginning, you should have:

### Contents - Box 1

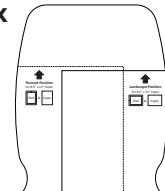
**Top Arm Pre-Assembly**  
1x




**Adjustment Lip**  
1x



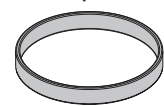
**Positioning Template**  
1x



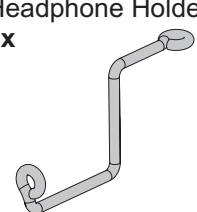
**Adjustable Tube Assembly**  
1x



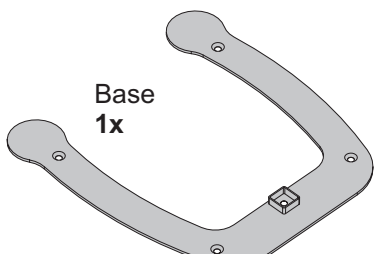
**VGA Strap**  
1x



**Headphone Holder**  
2x




**Base**  
1x




### Hardware

*Actual Size*


**(A) M6 x 20mm**  
1x




**(B) M6 x 45mm**  
1x



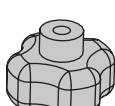
**(C) M6 Lock Washer**  
1x



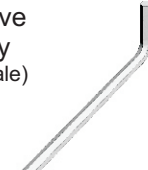
**(D) M6 Nylon Washer**  
2x



**(E) M6 Knob**  
1x

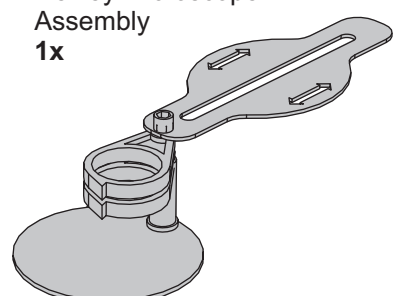


**4mm Drive Allen Key**  
(Not to Scale)  
1x



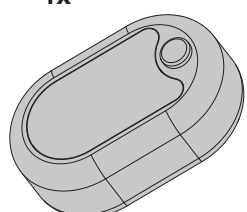
### Content - Box3 with DCS6

**Dewey Microscope Assembly**  
1x




### Content - Box2 with DCS6

**Magnetic LED Light**  
1x




## Additional Items Needed *Not Included*

**VGA Cable**  
1x




**Apple® VGA Adapter**  
1x




**OR**


**Apple TV®**  
1x



**iPad mini™, iPad 2™**  
or Newer  
1x



**Smartphone**  
1x

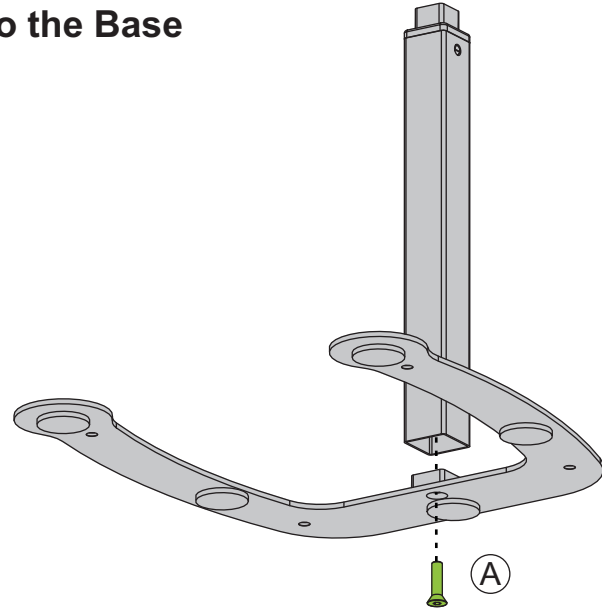
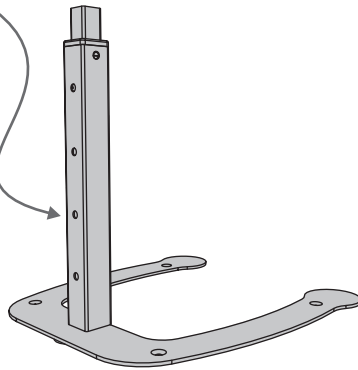




1	Actual Size: <span style="margin-left: 20px;">(A) M6 x 20mm 1x</span>
<p>You will need: (Not to Scale)</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <p>4mm Drive Allen Key (Not to Scale) (43281) 1x</p> </div> <div style="text-align: center;"> <p>Adjustable Tube Assembly 1x</p> </div> <div style="text-align: center;"> <p>Base 1x</p> </div> </div>	

## Assemble the Adjustable Tube Assembly to the Base

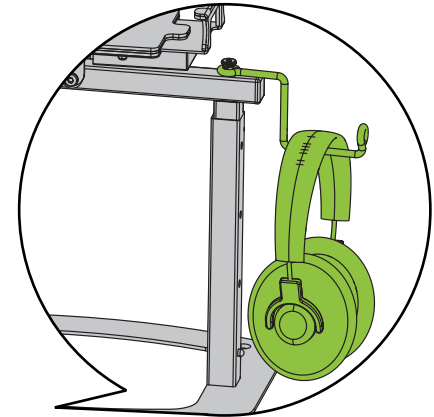
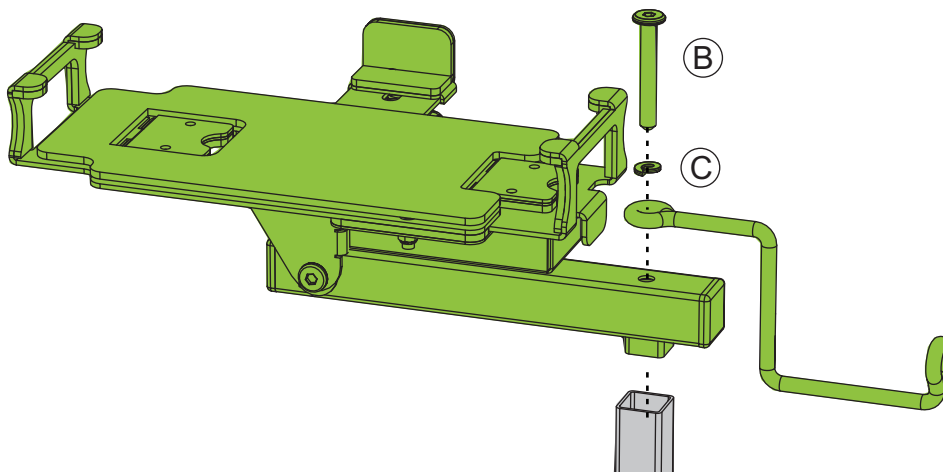
**!** Make sure the height adjustment holes are facing outwards, as seen in image.



2	Actual Size: <span style="margin-left: 20px;">(B) M6 x 45mm 1x</span>	(C) M6 Lock Washer 1x	
<p>You will need: (Not to Scale)</p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <p>4mm Drive Allen Key (Not to Scale) (43281) 1x</p> </div> <div style="text-align: center;"> <p>Top Arm 1x</p> </div> <div style="text-align: center;"> <p>Headphone Holder 1x</p> </div> </div>			

## Assemble the Top Arm & Headphone Holder

To easily assemble the Top Arm, adjust the height of the Adjustable Tube Assembly to the lowest position then assemble the pieces together.



★ The headphone holder holds up to two headphones.

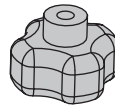


3A

Actual Size:



(D) M6 Nylon Washer  
2x

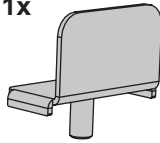


(E) M6 Knob  
1x

You will need: (Not to Scale)

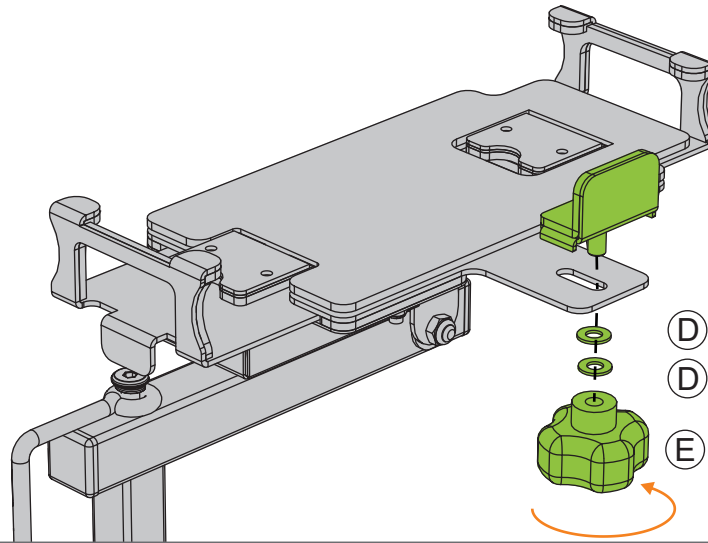
**FOR DCS5 ONLY**

Adjustment Lip  
1x



### Attach Adjustment Lip and Knob to Top Arm Pre-Assembly.

Place threaded post of Adjustment Lip through slot and tighten Knob.

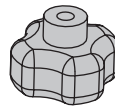


3B

Actual Size:



(D) M6 Nylon Washer  
2x



(E) M6 Knob  
1x

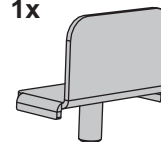
You will need: (Not to Scale)

**FOR DCS6 ONLY**

Dewey Microscope  
Assembly  
1x

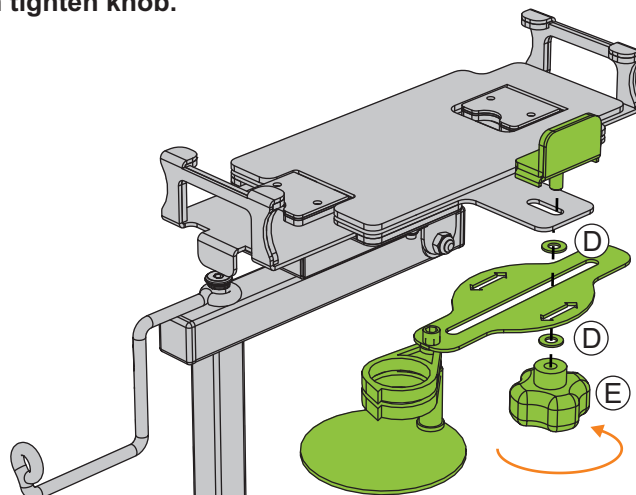


Adjustment Lip  
1x



### Attach Microscope Assembly to Top Arm Pre-Assembly.

Place threaded post of Adjustment Lip through slots in Top Arm Pre-Assembly and Microscope Arm, then tighten knob.

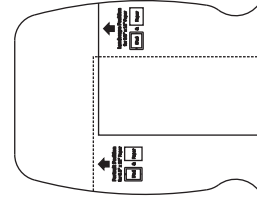


4

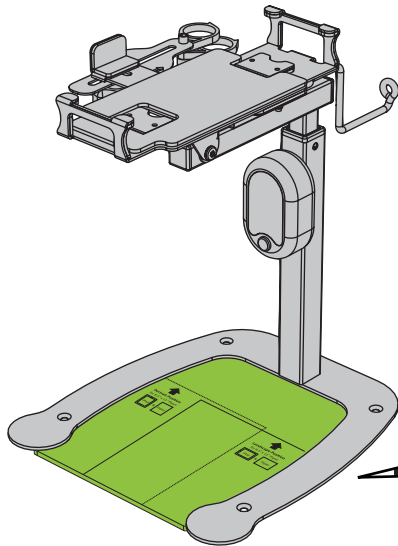
Actual Size:

You will need: (Not to Scale)

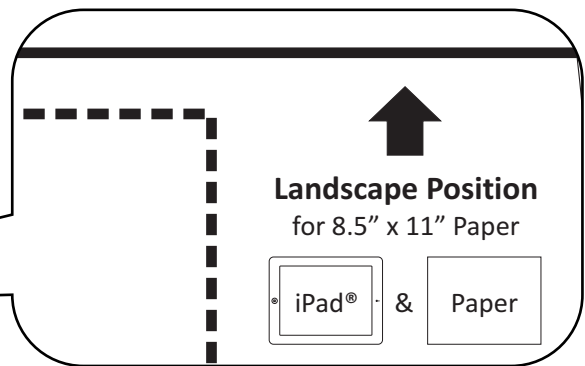
Positioning Template  
1x



### Position the Paper Template (OPTIONAL)



! Pay close attention to the orientation of iPad and 8.5"x11" paper. Then match the edge of the paper with the indicated line that the arrow points at. This helps to position your paper in the middle of your projection.

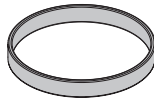


5

Actual Size:

You will need: (Not to Scale)

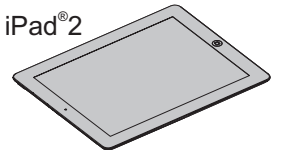
VGA Strap  
1x



Apple® VGA Adapter  
1x

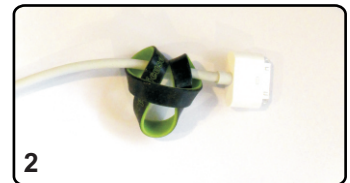
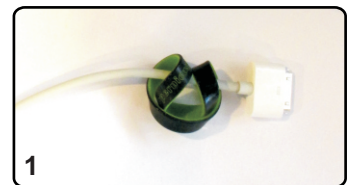
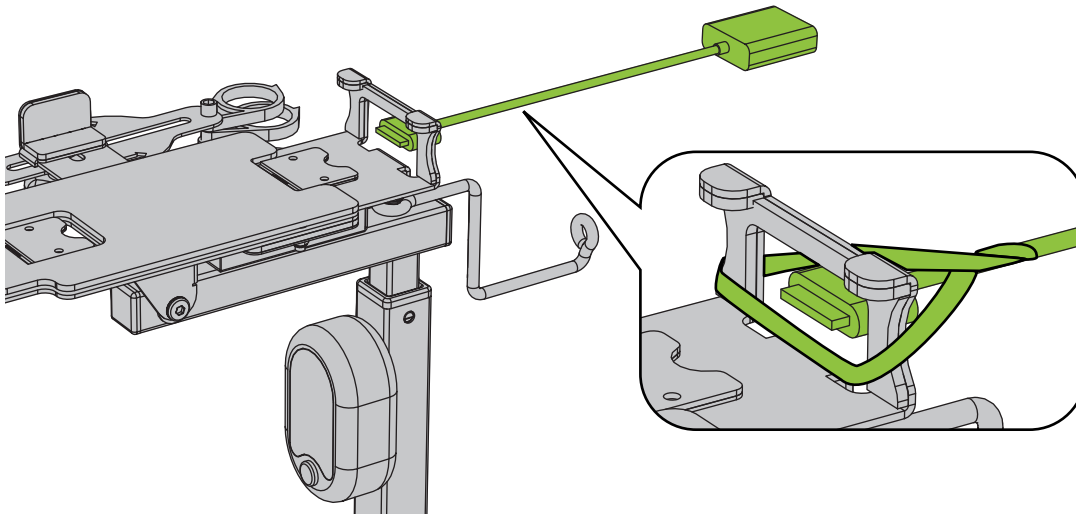


iPad mini™, iPad®2  
or Newer  
1x



### Use VGA Strap to Hold Apple VGA Adapter in Place (OPTIONAL)

To hold the VGA cable in place, use provided VGA strap. Tie the strap around the adapter cable and then loop over the edge of the Top Arm.





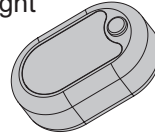
6

Actual Size:

OPTIONAL  
ACCESSORY  
FOR DCS6

You will need: (Not to Scale)

Magnetic LED Light  
1x

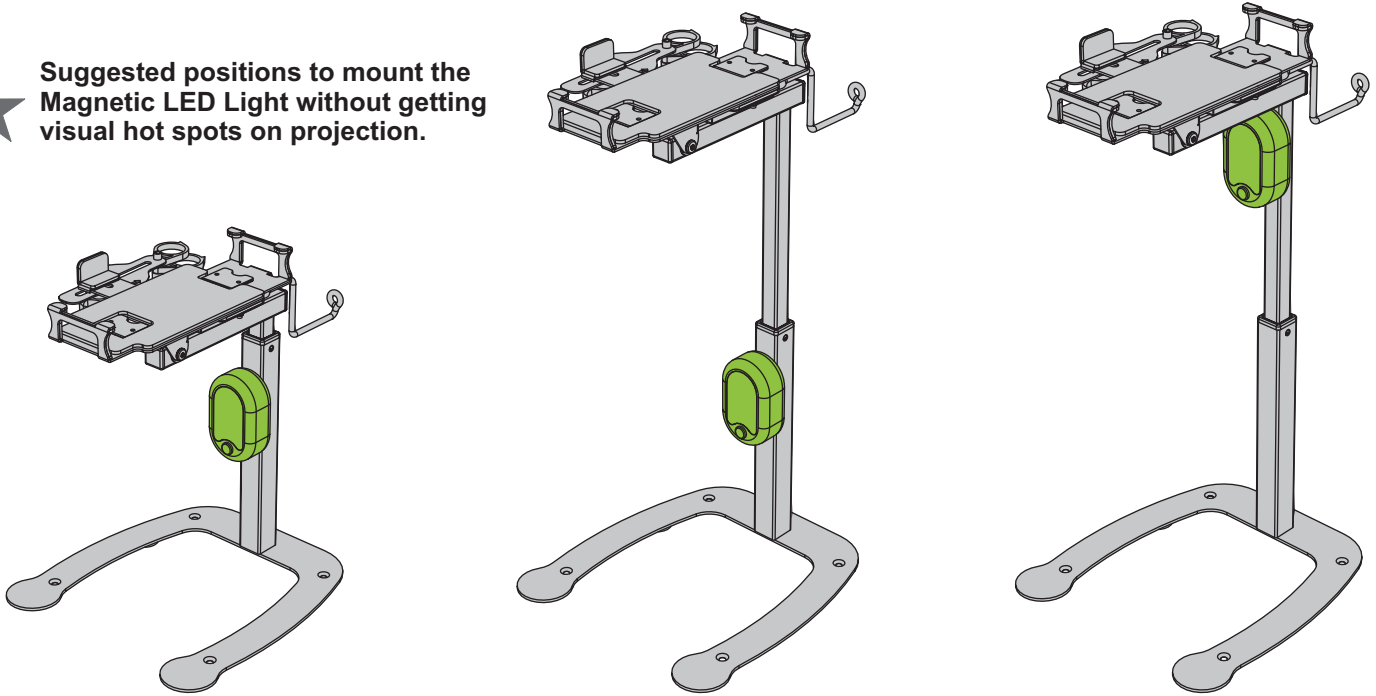


### Positioning the Magnetic LED Light (OPTIONAL ACCESSORY FOR DCS6)

Use the magnet on the LED to attach it anywhere on Dewey's Neck.

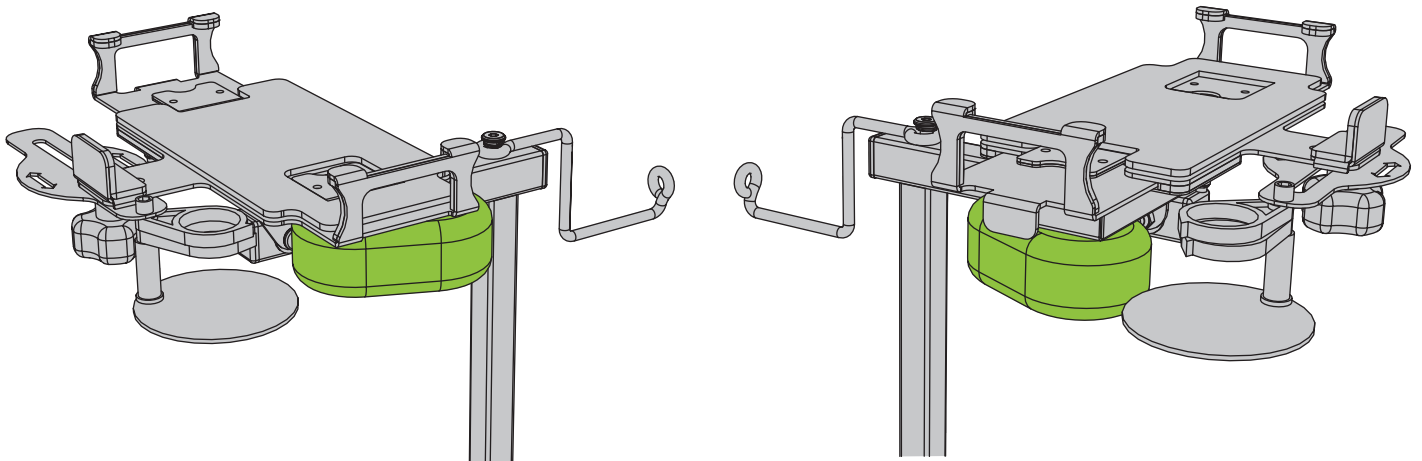


Suggested positions to mount the Magnetic LED Light without getting visual hot spots on projection.



### FOR DCS6 ONLY

When using the Microscope Assembly (DCS6) here are suggested locations for the LED to be mounted.



Tablet + Microscope Assembly

Smartphone + Microscope Assembly

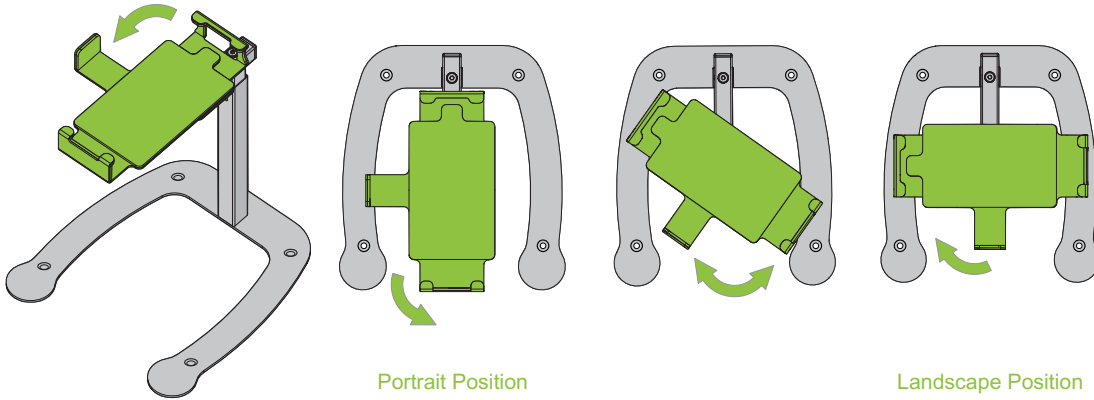




# Dewey the Document Camera Stand - Tips For Use

## To Change Projected Image Orientation

Holding onto top mechanism - turn iPad® 90 degrees

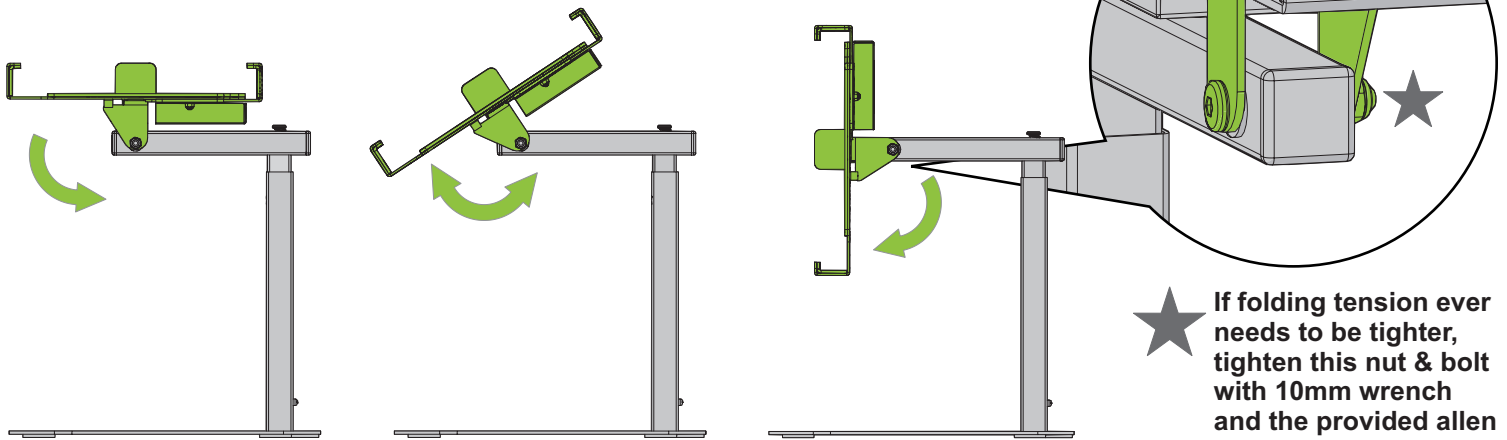


★ If swivel tension ever needs to be tighter, tighten this nut with 10mm wrench.

**NOTE:** Sometimes when you rotate the iPad® your projected image does not rotate, in that case you need to tilt down the top mechanism to allow the iPad® to adjust

## Changing from Document Camera to Tablet Stand Position

Holding onto top Mechanism - tilt between Document Camera Position and Stand Position



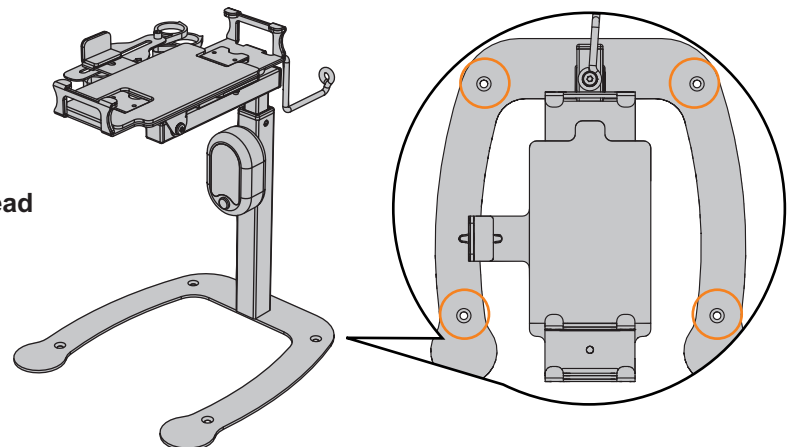
★ If folding tension ever needs to be tighter, tighten this nut & bolt with 10mm wrench and the provided allen

## Securing Dewey to a Surface

Mount Dewey to a surface using the holes on the base.



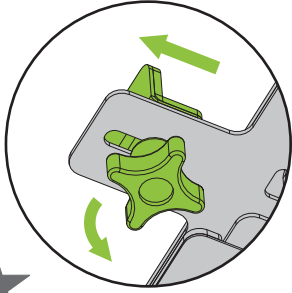
The holes are made for 1/4" or M6 flat head bolts/screws. Holes are countersunk. The length and type of your hardware depends on your surface thickness. Mounting hardware not included.



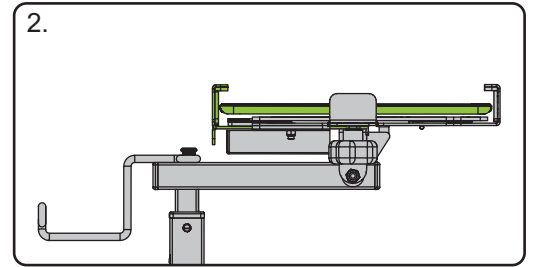
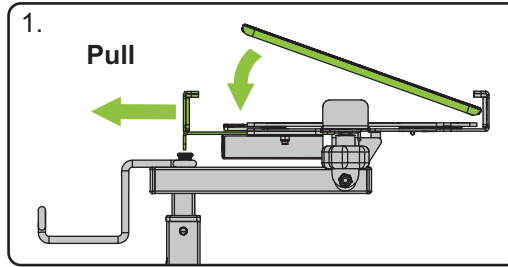


# Dewey the Document Camera Stand - Tips For Use

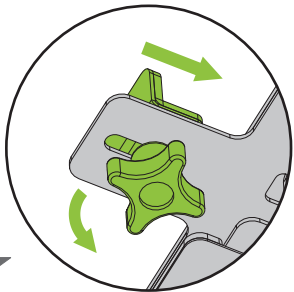
## Using Dewey with 10" iPad®



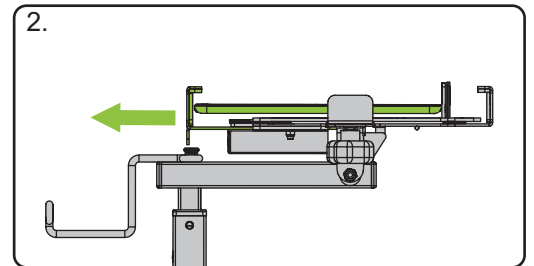
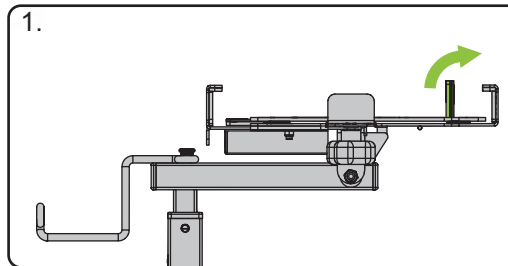
Loosen the M6 Knob to slide the Adjustment Lip into the maximum position, then tighten.



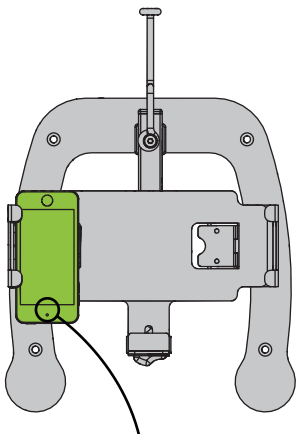
## Using Dewey with iPad mini™



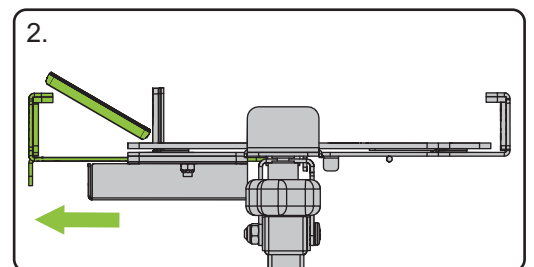
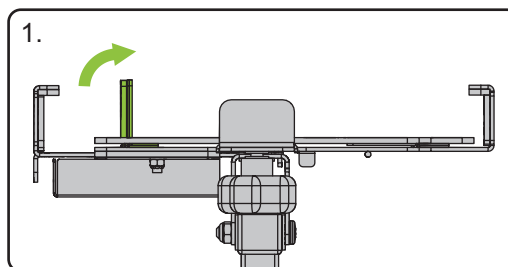
Loosen the M6 Knob to slide the Adjustment Lip into the minimum position, then tighten



## Using Dewey with Smartphones



Camera on this side

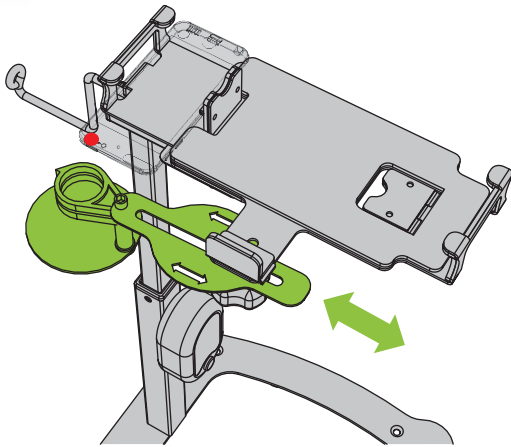


Smartphones must be used with Dewey in the Landscape position.

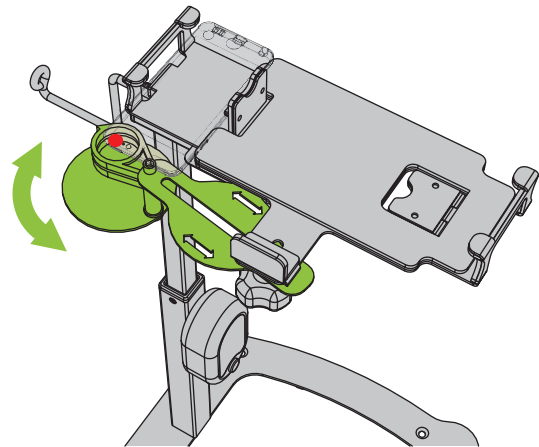




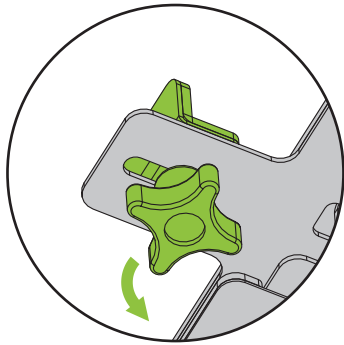
## Microscope Assembly adjustments with Smartphones



Loosen knob first to allow you to move Arm in and out to help position specimen under camera(●).



Arm, Lens and Stage can also swivel independently to help position specimen in view of camera(●). Tighten knob.

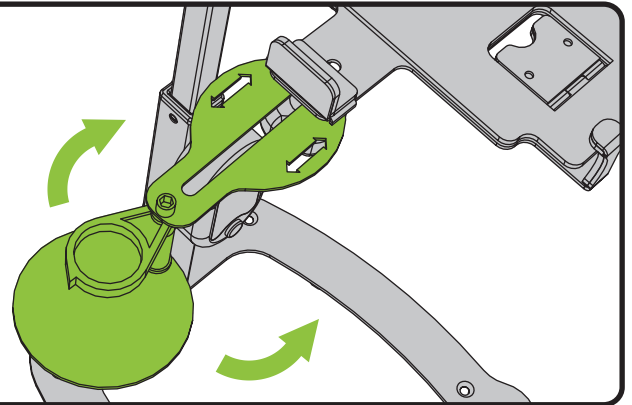


To switch from using Magnifying Arm with Smart Phone to iPad®:

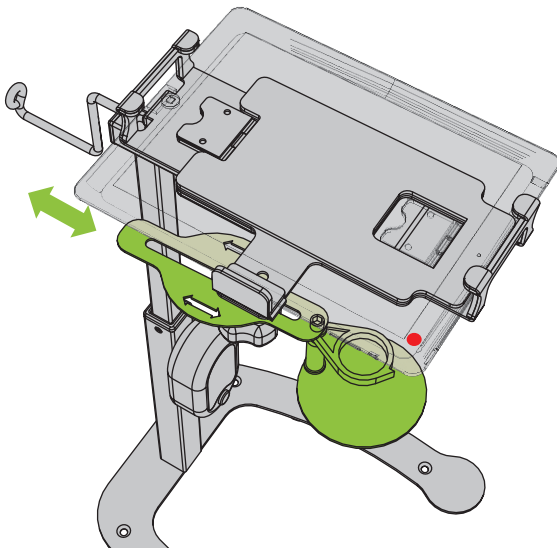
Loosen knob slightly

Swing arm around to desired location

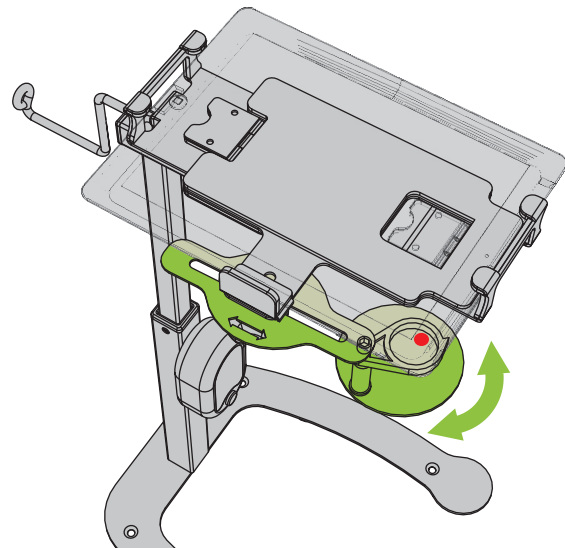
Tighten knob



## Magnifier Arm adjustments with iPad®



Loosen knob first to allow you to move Arm in and out to help position specimen under camera(●).



Arm, Lens and Stage can also swivel to help position specimen in view of camera(●). Tighten knob.





# Dewey the Document Camera Stand - Tips For Use

## Connecting to Your Projector

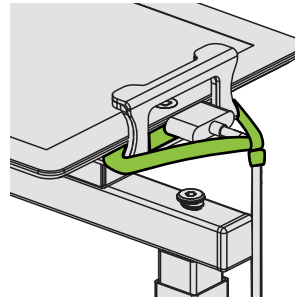
### For iPad mini™, iPad 2™ or newer only:

Use Apple® VGA Adapter and a VGA cord (with two VGA male outlets) to connect projector to the iPad®.

**OR** Use Apple TV® to Connect wirelessly!

### For Smartphones:

Use apps such as AllCast, Reflector or purchase a micro-USB to HDMI adapter.



To hold the VGA cable in place use provided VGA Strap - Tie the strap around the VGA cable and then loop over the edge of the top arm. (please refer to step 5)

## Supported Paper Size

The Document Camera Stand covers surfaces from 13.25 x 10.0" up to 20.63" x 15.31" using the different Adjustable Tube hole positions.

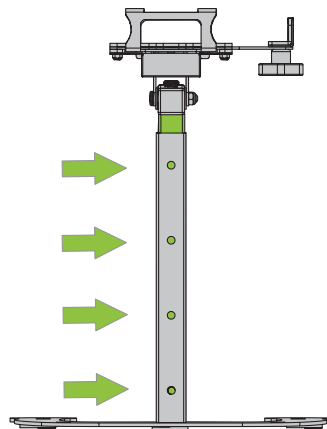
### Projected Area Size in Each Hole Position

Highest Hole Position 4 - 20.63" x 15.31"

Hole Position 3 - 17.88" x 13.19"

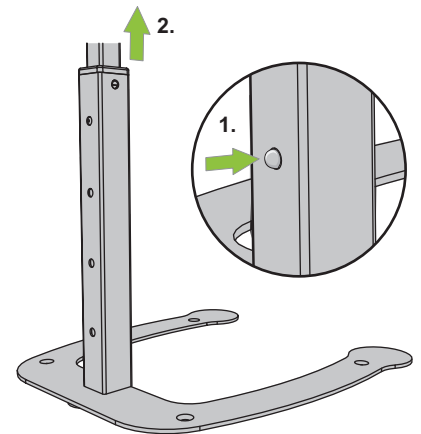
Hole Position 2 - 15.75" x 11.63"

Lowest Hole Position 1 - 13.25" x 10.0"



### Adjust Hole Position

1. Press Valco Clip Pin In
2. Pull Top Arm Up to the Desired Position



## Suggested Apps

### Smartphones, iPad mini™, iPad 2™ Or Newer:



Board Cam

This app allows you to write on top of your image that you are projecting.



AllCast

This app lets you send photos, music, and videos on your Android to your TV! You can cast to: Chromecast, Amazon Fire TV, Apple TV, Roku, WDTV, Samsung, Sony and Panasonic Smart TVs



Reflector

Mirror your device on a big screen without wires or complicated setups. Play games, watch movies, demo apps or present on the big screen from your iPhone or iPad.



Educreations

This app turns your iPad into a recordable whiteboard. It allows you to create a video tutorial. It has voice recording, realistic digital ink, photo imports, and simple sharing features.



Nearpod

Student & Teacher Version

This app enables teachers to use their iPads to manage content on student's iPads.

Teachers version manages students content and flow of lecture.

Students version receives content, participate in activities and submit responses.

**NOTE: If the screen of your iPad® turns off while in use, adjust sleep mode time by going to Setting>General>Auto-Lock. And when you are not using your device put it into sleep mode.**

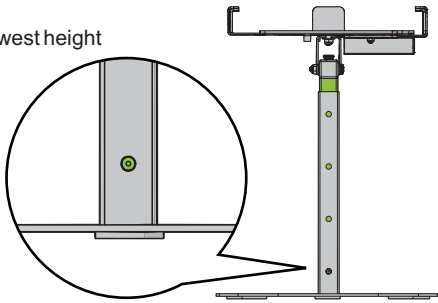




# Dewey the Document Camera Stand - Tips For Use

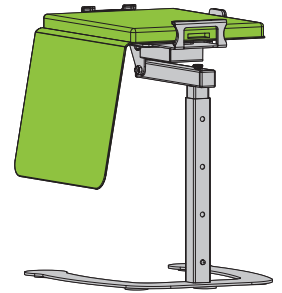
## Basic Usage Tips

1. Position stand in lowest height

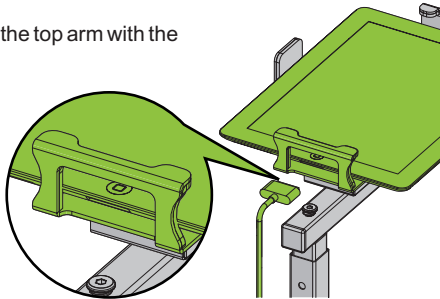


2. Place your iPad® into the stand.  
(See point 3 & 4)

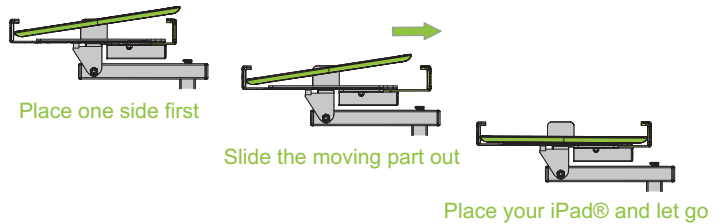
★ If your case has a flip cover, make sure it's open to the side.



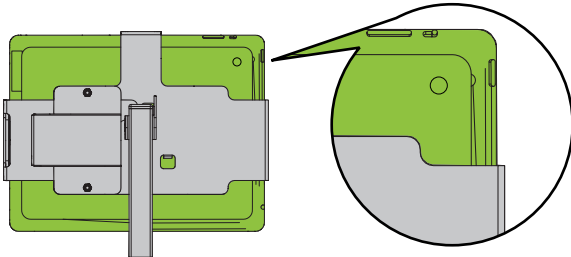
3. Match the openings in the top arm with the VGA outlet on your iPad®.



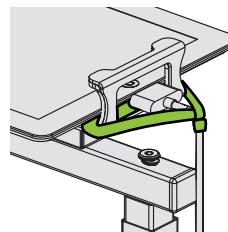
4. Place your iPad® or iPad mini™ into the Top Arm.



5. For document camera function use the rear camera of your iPad®.

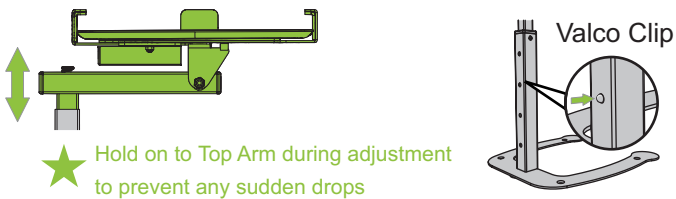


6. Use Apple® VGA Adapter to connect your iPad® to your projector.

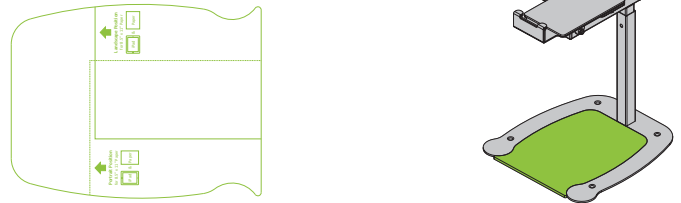


★ Use the provided VGA Strap to hold your VGA Adapter in place and stop it from being disconnected.  
(please refer to step 5)

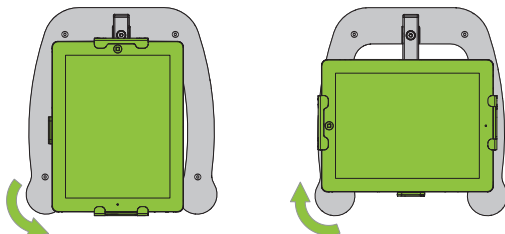
7. Launch camera app and adjust the Top Arm to the desired height by depressing the valco clip and sliding the Adjustable Tube Assembly up/down.



8. The Provided template helps locate your 8.5" x 11" paper without looking through the camera. (Optional)



9. By rotating the top arm 90 degrees, change between landscape and portrait projection.



10. By tilting down the top arm, switch between document camera and tablet stand position.

