

The Ottawa Little Theatre Audio Captioning System

IPhone or iPad (IOS Devices)

Android Device

Turn your phone's sound off and set it to Dark Mode Theme to minimize the distraction for other audience members

- Go to **Settings**
- Tap **Display & Brightness**
- Select **Dark** to turn on Dark Mode

- Open the **Settings** app
- Tap **Display**
- Turn on **Dark Theme**

Make sure your phone does not automatically lock or go to sleep if you want to have captioning on all the time

- Go to **Settings**
- Select **Display & Brightness**
- Select **Auto-Lock**
- Select **Never**

- Open the **Settings** app
- Tap **Security** or **Lock Screen** option. If you don't find **Security**, go to your phone manufacturer's support site to get help
- If you've already set a lock, you'll need to enter your PIN, pattern, or password
- To remove your current screen lock method, tap **None**

Connecting to the Captions

Your phone may not have a data plan. If you can't connect to the captions because your phone lacks a data plan, you can connect to the OLT WiFi network by scanning this QR code with your camera.



You are now ready to start the captioning application. Note that captioning will not be available before the show starts at either 7:30pm for an evening performance or 2:30pm for a matinee. To start captioning, open the **Camera** on your phone and scan the QR Code below to open the application. Keep this QR code handy if you need to restart the application



Enjoy the captioning. You can stop it at the end of the show by closing your browser

If you changed the mode of your phone in step 1, you might want to return your phone to light mode and turn the sound back on so you don't miss any calls

- Go to **Settings**
- Select **Display & Brightness**
- Select **Light** to turn on Light Mode

- Open the **Settings** app
- Tap **Display**
- Turn off Dark Theme

If you changed the lock mode of your phone in step 2, you might want to return your phone to its regular setting

- Go to **Settings**
- Select **Display & Brightness**
- Select **Auto-Lock**
- Select the appropriate time you want to wait before your screen locks

- Open the **Settings** app
- Tap **Security** or lock screen option. If you don't find **Security**, go to your phone manufacturer's support site to get help
- Select a time after which you want your phone to lock. You might have to select a lock code