Using an HDD Camcorder

Need Help?

If you would like to book a training session, please call the Audiovisual Technician at the campus nearest you to setup an appointment.

Cloverdale 604 598 6041
Langley 604 599 3209
Richmond 604 599 3350
Surrey 604 599 2216

Introduction
A camcorder is a portable electronic recording device capable of live motion video and audio for later playback. Digital camcorders are helpful for class assignments that require students to conduct interviews, or record presentations. Most digital camcorders also come with editing software that can be installed on your computer to allow you to perform editing functions. Hard disc camcorders have internal hard drives which can record many hours of video.

Terminology

<table>
<thead>
<tr>
<th>Definition</th>
<th>Definition</th>
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<tbody>
<tr>
<td>Hard disk</td>
<td>Internal storage</td>
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<tr>
<td>Scenes</td>
<td>A scene refers to a portion of the DVD shot in a sing take.</td>
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Care & Handling
Always carry equipment by the handle, not the viewfinder or battery pack.

Dropping or bumping or exposing digital equipment to extreme temperatures and moisture can cause damage.

Use proper USB ejection steps before disconnecting from a computer.

Get Familiar With

<table>
<thead>
<tr>
<th>On/off</th>
<th>Lens</th>
</tr>
</thead>
<tbody>
<tr>
<td>Menus</td>
<td>Record button</td>
</tr>
<tr>
<td>Zoom</td>
<td>Battery Release button</td>
</tr>
<tr>
<td>Mode dial</td>
<td>LCD</td>
</tr>
<tr>
<td>Deleting Files</td>
<td>Transferring Files</td>
</tr>
</tbody>
</table>
Operating tips
The default recording media is to the hard disc. Movies are recorded in MPG format. Still images are recorded as Jpeg format.

Advanced Features
Consult the manual.

Basic Operation
1. Prepare the Power source. Battery or AC adapter.
2. Press and turn the green Power switch to the On position.
3. Slide the Lens cover switch to Open.
4. Set the Mode dial to the operation you wish to perform. Movie or photo, the respective lamp lights up.
5. Open the LCD screen.
6. Press the Start/Stop button to start recording. Press it again to stop.
7. To shoot photos, press the Photo button lightly to adjust the focus, the press fully to take the photo.
8. Press View Images to playback movie or photos. Touch the movie or photo tab, then select the movie or images to be viewed.

Transfer Movie or Images from Camcorder
1. Connect the camcorder to your computer.
2. Connect the USB cable to the camcorder and the other end of the cable to the computer.
3. Power On the camcorder.
4. Open the LCD, [USB Select] appears on the LCD. Touch USB connect.
5. Open My computer and click on the Removable disk for the camcorder.
6. Copy and paste or move the images or movie to the desired location on your computer, USB stick or cloud storage.