

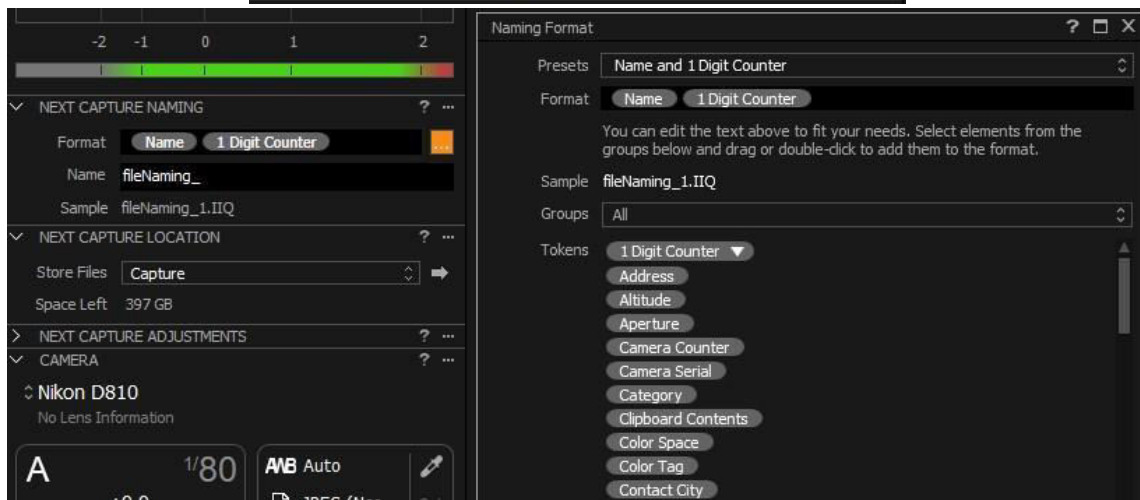
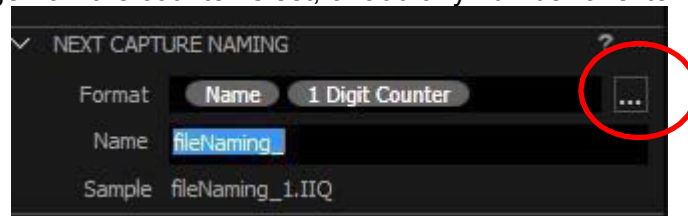
Instructions for Using the Document Camera

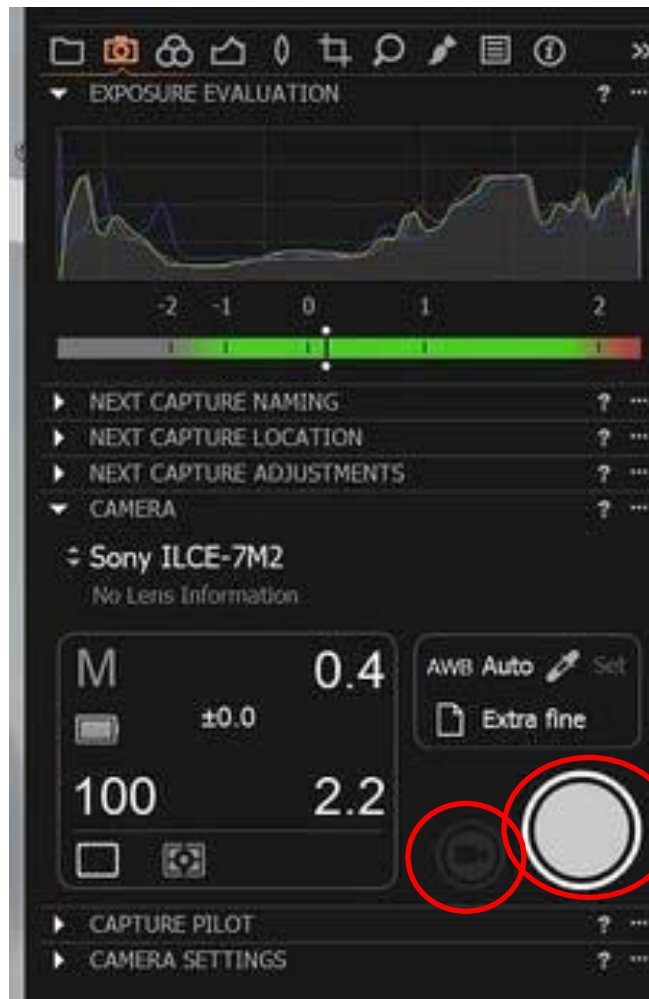
Example using CaptureOne Software

1. Attach camera to camera stand
2. Open Capture One software from Desktop
3. From the **File** menu, select **New Session**
4. Create a name for your session and choose a location (**Overhead Document Camera** within **TSCP Week 3 Projects**)
5. Connect camera to computer by plugging cable into camera
6. Switch to **Capture** view in the upper left (camera icon on the third menu down)



7. Set a naming structure for the files you will create (following the conventions we set) - you can change how the counter is set, or add any number of extensions on to the file name.





8. Set a capture location (the saving location you previously specified should be fine)
9. Click the start **live view** button
10. Toggle on alignment guides if needed
11. Adjust camera height
12. Adjust focus if needed manually
13. Zoom if needed (upper right)
14. Click **capture** button to capture the image (instead of using the shutter button)
15. Examine your images, reshoot if needed
16. Save image on flash drive, take back to your computer workstation and save