

Session Overview:

1. Registration and Reservation Process
 - Online Registration form - <http://www.smith.edu/its/mservices/equipauthor.htm>
 - Reservation book
2. Power Supply
 - Power Adapter
 - Battery Packs
 - Installing and removing battery pack
 - Charging battery pack
3. Labeling and Inserting Cassette
4. Power on Camcorder
 - Standby mode
 - Secure lens cap
5. Operational Modes
 - VCR
 - Off (CHG)
 - Camera
 - Memory
6. Viewing Options
 - Viewfinder w/diopter
 - LCD flip-out screen
7. Zoom Features
 - Wide angle/telephoto
 - Optical vs. digital zoom
8. Focus – Manual vs. Automatic
9. Tripods
10. Backlight
11. Exposure
12. Nightshot
13. Manual Set Menu
 - Program AE – Auto
 - Picture Effects – Off
 - Digital Effects – Off
 - N.S. Light – Off
 - Auto Shutter – On

Session Overview: (continued)

14. Camera Set Menu
 - SelfTimer – Off
 - Digital Zoom – Off
 - Photo Rec
 - 16:9 Wide – Off
 - SteadyShot – Off
 - Frame Rec – Off
 - Inc Rec – Off

15. Tape Set Menu
 - Rec Mode – SP
 - Audio Mode – 16Bit
 - Remain – Auto

16. Sound and Microphones

17. Other Menu Items
 - Beep
 - Rec Lamp