Set Up Document Camera

1. To release and raise the camera arm, press the button on the base of the arm in the direction indicated by the arrows. Turn the camera until the lens is pointed down.

2. Raise the lamp into position by lifting the arms toward the back of the unit. Rotate the lamps so the light shines on the base.

Note: Arm lamps are not needed for transparencies, slides or negatives; they ARE needed to project paper documents and objects.

Note: Document camera lights are energy efficient and will turn off automatically after an extended period of inactivity.

Continued on reverse
Touch Panel

1. Touch **Doc Cam** to turn on the device, or press the power button on the document camera itself. There is a slight delay as the doc camera powers up; the light on the device will turn from red to green.

2. Touch **UNDER Left Display Options** and/or **Right Display Options** to project the image.

3. Within the Left and Right Display Options banner:
   - Touch the down arrows for display options (e.g., blank screen, screen up, screen down, etc.).
   - Touch the green + icon to display the projected image in full screen on the touch panel.

4. Document Camera Device controls:
   - **Zoom (- and +)** - control image size.
   - **Focus** - improve image quality
   - **Lamp** - turn on side arm lamps or lower base lamp
   - **Freeze** - press “on” to take a still shot of the currently projected image; press “off” to resume active projection

5. To select an audio source, select that device and then touch the **sound icon**.

For more information, refer to the **Quick Start** guide.