

## Using Your Document Camera and Laptop

### Connecting the Possibilities

There are many additional features of the document camera available with the AverVision software. All the necessary cables were delivered with your document camera/projector carts, and the software is installed on all the PC laptops effective fall 2008. This handout assists with the following tasks:

- Connecting your laptop to the doc cam via USB
- Navigating the AverVision 3 software
- Recording short clips

### Connect via USB (to use the features of the software)

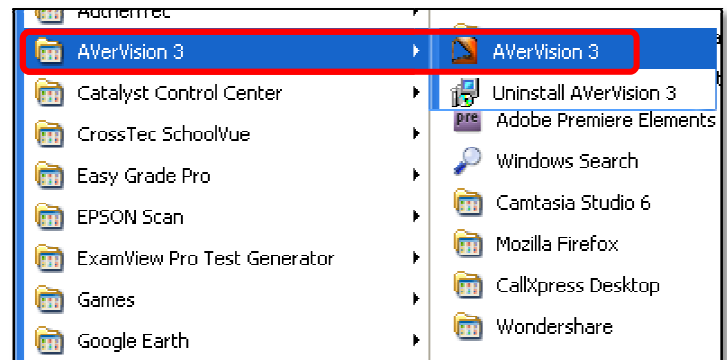
\*You will need the khaki colored USB cable that came with A/V cart.

1. Position your laptop close enough to reach the doc cam with this cable.
2. Turn on the doc cam. Make sure you have a green light above the touch pad.
3. Connect your doc cam and laptop with the USB cable.

\*If you wish to simply download the images already on your camera, follow the "Image Download" directions on page 8 of your manual.

### AverVision 3 Software

1. Open the AverVision 3 application.  
Click **Start > All Programs > AverVision 3 (the folder) > AverVision 3 (the application)**



2. If you followed the "Connect" steps above, you will see the doc cam image on your computer.
3. Use the toolbar (image below) for the following:
  - a. Settings (zoom, focus, etc.)
  - b. Record (movement and sound)
  - c. Capture (still images)



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#### Record Video

The steps for recording video with your document camera and computer are similar to the steps above for capturing still images. Video, with sound, is a great way to demonstrate something under the camera to students and staff. \*Note: Video files will take up significant hard drive space, so do NOT save these to your Home Folder (H: drive). Keep your videos short and to the point. Here are the simple steps for recording with your document camera:

1. Follow the steps for “Connect via USB” and open your AverVision 3 software.
2. Position your item and doc cam to receive the desired image.
3. Using the AverVision toolbar, click the **Start recording** button.



You will choose the save location *before* you record.

\*Note: By default, file names will contain the date and time. Please be sure to rename your files before saving for easy retrieval.

4. Recording begins when you click OK. Click the **recording** button again to stop recording.
5. Use the **Start recording** button again to capture additional images.

#### Questions?

Please contact your Instructional Technology Facilitator or the author of this document listed below.

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