Canon Vixia R21 Digital Camera and Share Station

Record Video:

NOTE: Battery may be dead or diminished when you receive the camera. Be ready to plug the camera in to recharge the battery or to operate.

1. Open the view finder on the camera's left hand side
2. Press the silver power button on the top of the camera
   a. If a blue band appears around the video in the view finder press the "Video Snap" button located on the camera body under the view finder. This will turn off the Video Snapshot feature.
   DO NOT SHOOT VIDEO IN VIDEO SNAPSHOT MODE
3. Start recording by pressing the "Start/Stop" button (silver with red inset) is located at the very back of the camera
4. Press Start/Stop button to stop recording

Upload Video to computer:
1. Connect the USB cable to the camera via the USB port (labeled "USB") on the side of the camera facing the view finder.
2. Connect USB cable to your computer
3. Open Video editing Software (Recommended iMovie for Mac or Windows Movie Maker for Windows)
4. Press the Camera/Play button on the camera also located on the side of the camera near view finder
5. Select memory for connection. If no external memory card has been inserted select "Built-in Mem."
6. Wait for computer to recognize camera

For Windows users:

7. From movie maker menu select "import from device"
8. If prompted select the "CANON" camera
9. Click "Import"
10. Either Review items to be imported or Import all new items
11. Video should now be on your computer. Location will depend on whether or not still images are on the memory card: check both Windows Live Photo Gallery or Video Library
12. It is now safe to Eject the camera by right clicking on it in "Start"->"Computer" device list. Wait for camera to eject before disconnecting.
13. Proceed with Windows Live editing as normal
    Refer to the DML Self-Help page for Windows Movie Maker Live Quick Guide

For Mac Users:

7. If iMovie doesn't immediately recognize the camera press the Import button
8. Deselect ítems you do not wish to import
9. Click "Import checked…" or "Import all" depending on your needs
10. You can either add them to an existing event or create a new event at this point
11. Click Import
12. Eject the camera before disconnecting: This can be done by pressing the eject button in the import window **OR** selecting the "CANON" camera on the desktop and dragging it to the trash.

Refer to the DML Self-Help page for an iMovie Quick Guide

"PRO TIPS" on back

PRO TIPS:

1. Use tripod whenever possible
2. Do not pan/tilt excessively

NOTE: The lens is not as fast as the human eye, make sure to pan/tilt slowly

3. Do not zoom in/out excessively
4. Make sure subject is well lit (strong backlighting will cause subject to appear in shadow)
5. Stay within 10 feet of subject to obtain quality audio
    a. Be conscious of surrounding ambient noise (close eyes and actively listen to your surroundings for five seconds)