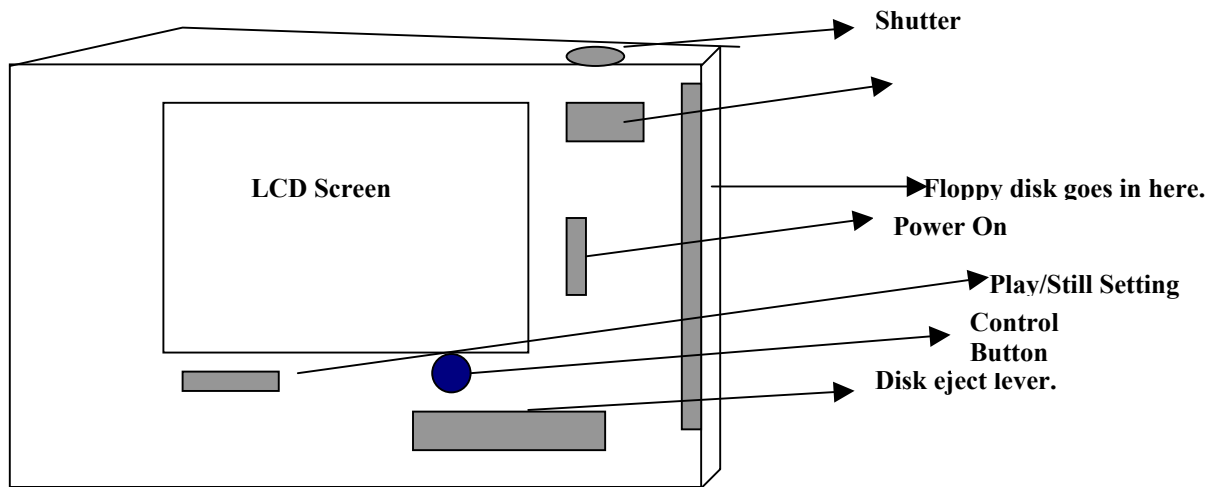


Digital Camera

By Janey Mayo, Technology Coordinator

Taking a Still Picture with the Digital Camera



This is the back of the camera

1. Power Button On – back of camera
2. You will now see the image through the LCD Screen. (If not, remove the lens cap)
3. Insert floppy disk – located on the right side. Insert floppy disk, metal first, label facing you.
4. Line up the image in front of you (hold the camera about eye height and about half arm's length away from you)
5. Press the shutter halfway down. (silver button, right front). Pause. Then press the shutter button all the way down. (This pause is important – just pressing once will not save the image).
6. The image is digitally stored on the screen.
7. Expect an average of 5-20 images stored on a floppy disk depending upon your resolution.

8. When you have finished, remove the disk (The disk eject lever is at the bottom of the camera, right side. You must push the middle bar DOWN while sliding the ejection to the left)
9. Turn the power off.
10. Replace the lens cap.

Control Button

This is a circular button with up/down, left and right cursor control for the Menu screen in the LCD display panel. Press the center of the button to ENTER a command.

Play/Still/Movie

Set this to Play to review/delete your images. Use the Control Button to show the menu on the LCD screen and use the arrow keys to delete.

Insert a Picture into Word

1. Open Word.
2. From the Main Menu select Insert>Picture>From File
3. Select A drive.
4. The image files should appear in the file box. (And look something like MCV-001f)
5. Select the file. Click Ok.
6. The image will appear on the screen.
7. Left click the image to resize it.
8. If the image will not move, right click the image. Select Format-->Select Position. Click Float Over Text.
9. To position text around the image, right click the image and select Wrapping (choose an appropriate wrapping style).

