



Whitman Hanson Community Access Camera Kit:
Setup Guide



Contents of camera Kit:



Camera Bag



1:HD Camera



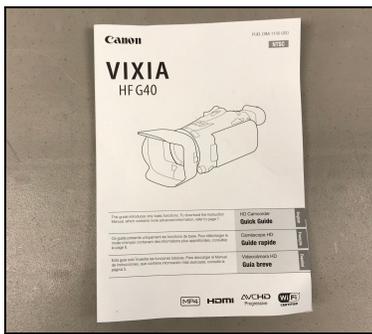
2:Headphones



3:Power Supply



4:Spare Battery



5:Camera Manual



Wireless mic Kit



1:Wireless Receiver



2:Wireless Transmitter



3:Mini Audio Cable

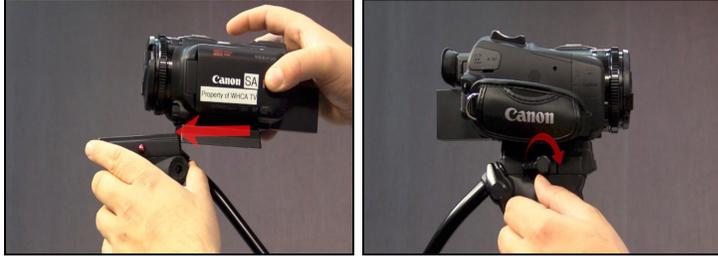


4:Lav mic



Tripod

- 1**: Set up tripod on a firm and level surface.
- 2**: Slide Camera into mounting channel on top of tripod. Then tighten small lever to lock camera to tripod.



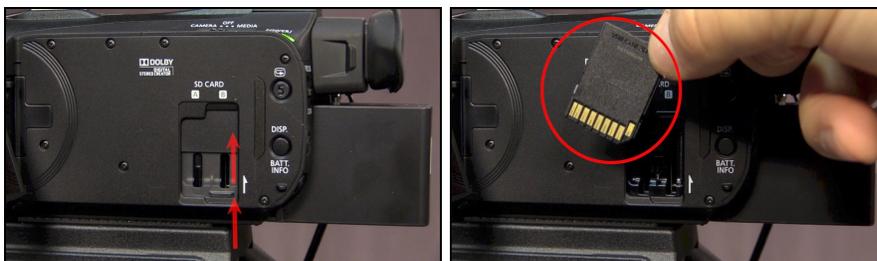
- 3**: Plug power pin into camera and plug the other end into wall outlet.
(you can also use power strip or extension cord to extend to wall outlet)



- 4**: Slide the power switch forward to the (camera) mode on top of the camera to power camera on.



- 5**: Slide open the slot on the side of the camera and be sure there is an SD card located in slot A. This card stores all the video recorded by the camera.



6: On the LCD screen locate the audio level meter (bottom right) and make sure there small white dots bouncing left to right (these dots represent the sound levels being picked up by the cameras built in microphone). Plug your headphones in to the side of the camera, clap your hands or speak loudly to make sure you can hear the audio coming into the camera.



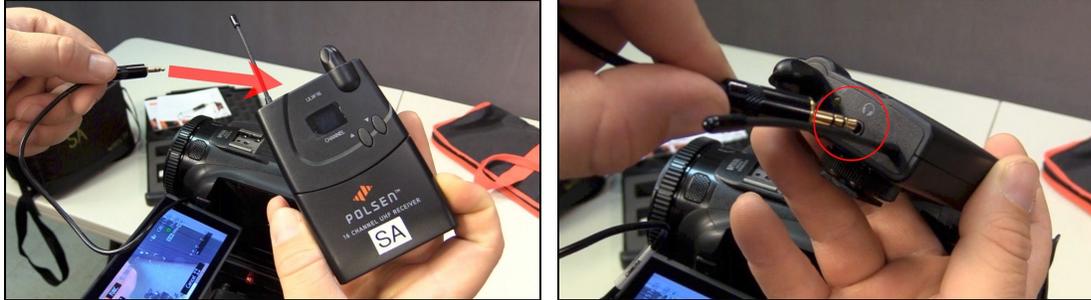
7: To begin recording press the record button located on the back of the camera. When recording a red dot will appear on the top of the LCD screen and the timer will start counting. On the top right of the LCD screen is the battery life indicator and underneath that is the indicator for how much time is left to record on the SD card.



8: You should now be ready to record your meeting or event. If you have a person who will be speaking in your video and the built in mic on the camera is not able to hear them well enough you may want to use the wireless microphone kit. Please see the next page to learn how to setup the wireless microphone.

Wireless Microphone kit: setup guide

1: Take the pack labeled receiver and plug the mini audio cable into the port on top of the receiver.



2: Slide the square peg on the back of the receiver into the channel on top of the camera then tighten the knob on back of the receiver down to the camera.



3: Take the other end of the mini audio cable and plug it into the mic input on the side of the camera.



4: The pack labeled transmitter will be held by the person you are recording. First plug the lav mic into the top of the transmitter.



5: Now take the clamp on the lav mic and attach it to the person you are recording's shirt. Make sure the mic is facing upwards and is placed 6-8" away from the subject's mouth.



6: To turn on both the receiver and transmitter turn the knob on top of each pack to the midnight position. (be sure there are two fresh AA batteries in each pack before you start.)



8: Both the transmitter and the receiver should be tuned to channel 1. Put your headphones on and have your subject speak into the microphone to make sure the audio is coming in clear to the camera.

For any additional information or requests for hands on training please contact us at 781-447-4175 or by e-mail at info@whca.tv. Go to our website whca.tv for more information and links to our [tutorial playlist on youtube](#).