

# ITRC Guide

## User Guide - Digital Video Camera (Sony DCR-PC100)

### Introduction

The Sony DCR-PC100 is a user-friendly digital video camera that allows the user to record video and take digital photos. The video and still images are stored on a mini DV tape. The purpose of this document is to assist the novice user in using the Sony DCR-PC100 in under twenty minutes. This document will cover the following areas:

- Camera basics
- Recording
- Importing to external devices
- Advanced settings



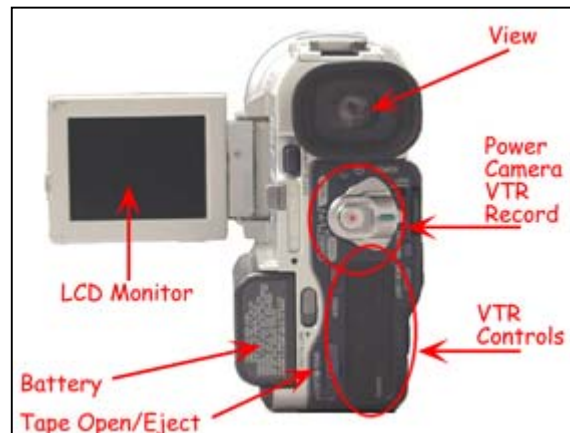
General overview of the Sony DCR-PC100:

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# I. Camera Basics

The Sony DCR-PC100 is not a difficult camera to use, but the user will need to become familiar with the majority of the operations and options of the camera in order to effectively use it. The follow images are major components to the DV camera. All of these features will be discussed in this document.



## Power Source

The camera uses a rechargeable battery located on the side of the camera (see the above images). A power cord is used to charge the camera; therefore, the battery does not need to be removed.

### To turn On/Off the camera:

To turn on the camera, simply push the small green button and slide the power switch up. To turn off the camera, push the small green button and slide the power switch to OFF position. This switch is located directly below the viewfinder.



### To use the power cord:

The camera bag should contain a DC power cord that connects the camera to a power outlet.

- a. Beneath the battery is a cover labeled "DC IN." Open the cover and insert the end of the cord into the camera. Plug the other end into a power source.



### To recharge the battery:

To recharge the battery, follow the same direction as "to use the power cord." When charging the battery, the camera should be turned off. The orange light will turn off when the battery is fully charged.

### Inserting a DV tape

The Sony DV camera uses standard DV tapes.

- a. Slide the OPEN EJECT switch down and pull open the cover. The tape compartment will automatically open.
- b. Insert the tape.



- c. After inserting the tape gently push the tape compartment closed.
- d. Close the cover.



### Eject the DV tape:

To eject the tape simply repeat the steps to “Inserting a DV tape.”

### Lens Cover

#### To remove the lens cover:

On lens cover, press the finger tabs to release the cover.

#### To replace the lens cover:

Press the finger tabs and release them when the cover is on the lens.

*Note: always replace the lens cover when not in use.*



### CAMERA/VTR/Memory Power Switch

- a. **CAMERA:** Records digital video.
- b. **VTR:** This setting is for playback of recorded video.
- c. **MEMORY:** This setting is designed to work with the memory stick to take still photographs. Set switch to **MEMORY**, select photo image, press **PHOTO** until still photo is taken.

*Note: the Memory feature cannot be used for video.*

*Note: the CAMERA/VTR/MEMORY Power Switch includes a lock (see image) to ensure that the setting will not move during utilization.*

*Note: if the camera is not in use the camera will automatically shut itself off after five minutes.*



## Focus

There are two methods to focus the camera:

- a. To auto focus push the **FOCUS** button on the side of the camera.
- b. The second method is manual focus. The user needs to push the focus select button to **MANUAL**. This is the same button you would push to select auto focus. On the LCD screen manual focus is represented by an icon of a hand with a "F" inside it (see image). Adjust the focus ring until the shot comes into focus and then record.

*Note: it is suggested that auto focus be used until the user becomes comfortable with manual focus option.*



## II. Recording

When recording video you can view the shot through the LCD screen or through the viewfinder. The concept of the camera is to point and record. The camera needs to be in the **CAMERA** mode to record video.

### To Record

- a. Simply aim the camera and press the record button (see image).

If the image is too far away or too close the user can use the zoom to



bring the shot in closer (**T**) or move out farther (**W**). These options are located between the view and the lens near the top of the camera.

*Note: if the zoom option is not practical the user should physically move in order to capture the frame of the shot.*



- b. When the camera records a red REC will appear in the middle of the LCD screen (see image).



### To Review the Recording

- a. Move the CAMERA/VTR/MEMORY selector to the **VTR** setting.
- b. In the **VTR** mode the camera controls will appear (see image). To review the recording, simply rewind the tape and press **PLAY**.



## III. Importing to External Devices






To export the captured footage to an external device the user has a variety of options. This is where the Sony DCR-PC100 becomes very versatile. The camera allows users to output to a TV, a VCR, another DV Camera, or a PC. No additional software is required when exporting to a TV, a VCR, or another DV Camera. However, when exporting to a PC your computer will need a iLink cable, a IEEE-1394 card, and editing software. The ITRC can supply all these needs when it comes to editing the footage.








## IV. Advanced Settings

There additional features to the Sony DCR-PC100. In the rest of this document we will briefly discuss the external components and summarize the primary functions in the menu settings.

### External Components




+SLOW SHTR		Adjust the shutter speed to give brightness to dark settings. This is located between the lens and the view near the top of the camera.
NIGHTSHOT		Functions with or without +SLOW SHTR to accommodate for dark settings. This is located between the lens and the view near the top of the camera.
MIC		An external plug-in for a microphone. This is located between the lens and the view near the top of the camera.
PHOTO		Enables user to take still photographs on DV tape or Memory card. This is located between the lens and the view near the top of the camera.
LASER LINK		Not Available.





ANTI GROUND SHOOTING		<p>Avoid recording unnecessary scenes by pressing <b>START/STOP</b>. Recording starts when you press <b>START/STOP</b>, and stops when you press it again. Use the <b>5 SEC</b> feature to record for 5 seconds. This is located on the opposite side of the camera from the LCD viewing screen.</p>
EXPOSURE		<p>Adjust the exposure manually if the subject is backlit, the subject is bright with a dark background, or the picture is dark. Press <b>EXPOSURE</b> again to return to automatic exposure. This is located to the bottom right of the Power switch.</p>
BACK LIGHT		<p>This light will turn green when the flash is open. This is located to the bottom right of the Power switch.</p>
FADER		<p>Use <b>FADER</b>, <b>OVERLAP</b>, or <b>MONOTONE</b> to fade in or out of an image. Start on <b>STANDBY</b>, record, press <b>FADER</b>, return to <b>STANDBY</b>. This is located to the bottom left of the Power switch</p>
SEL/PUSH EXEC		<p>This dial enables the user to navigate through the menu. This is located to the right of the Power switch.</p>

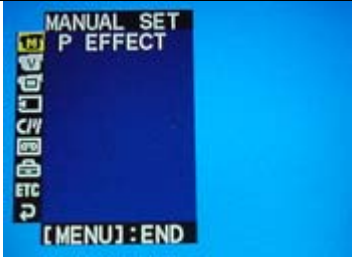



## Menu Settings


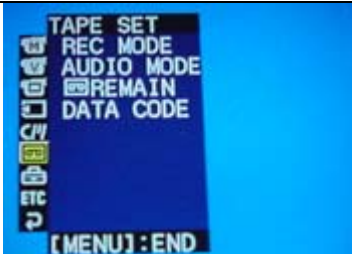


To access the camera MENU setting, move the CAMERA/VTR/MEMORY selector to the **CAMERA** setting and push the **MENU** Button, which is located on the area where the LCD Screen closes, next to the volume control. To navigate and select options use the SEL/PUSH EXEC dial.

To access the VTR MENU setting, move the CAMERA/VTR/MEMORY selector to the VTR setting and push the MENU Button. To navigate and select options use the SEL/PUSH EXEC dial, located to the right of the Power switch.

CAMERA MENU SETTING:		OPTIONS AVAILABLE:
Manual Set (Make sure the selector switch is set on CAMERA)		<ul style="list-style-type: none"> <li>▪ <i>Program AE</i>: A multi-use button that allows users to set aperture, shutter speed, and reduce color suppression in certain settings.</li> <li>▪ <i>P Effect</i>: (Picture effect) To add special effects to recorded film. Choose between negative art, sepia, black and white, solarize, slim, stretch, pastel, and mosaic.</li> <li>▪ <i>WHT BAL</i>: Makes white subjects look white and allows more natural color balance.</li> <li>▪ <i>AUTO SHTR</i>: Activates electronic shutter when filming in bright conditions.</li> </ul>
Camera Set (Make sure the selector switch is set on CAMERA)		<ul style="list-style-type: none"> <li>▪ <i>D Zoom</i>: Two options (ON/OFF) to use digital zoom.</li> <li>▪ <i>16:9 WIDE</i>: to record in a 16:9 width.</li> <li>▪ <i>Steadyshot</i>: Compensates for camera shake.</li> <li>▪ <i>N.S. Light</i>: NightShot light.</li> </ul>
LCD/VF Set (Make sure the selector switch is set on CAMERA)		<ul style="list-style-type: none"> <li>▪ <i>LCD Bright</i>: Adjusts the LCD screen.</li> <li>▪ <i>LCD B.L.</i>: Adjusts the LCD screen.</li> <li>▪ <i>LCD Bright</i>: Adjusts the LCD screen.</li> <li>▪ <i>VF Bright</i>: Viewfinder brightness.</li> </ul>

<p>CM Set (Make sure the selector switch is set on <b>CAMERA</b>)</p>		<ul style="list-style-type: none"> <li>▪ <i>Title Erase:</i> To erase the title you have superimposed.</li> <li>▪ <i>Tape Title:</i> Date/Time set up</li> <li>▪ <i>Erase All:</i> To erase the recorded data.</li> </ul>
<p>Tape Set (Make sure the selector switch is set on <b>CAMERA</b>)</p>		<ul style="list-style-type: none"> <li>▪ <i>Rec Mode:</i> SP or LP recording speed.</li> <li>▪ <i>Audio Mode:</i> 12 bit or 16 bit audio recording.</li> <li>▪ <i>Remain:</i> The on-screen display of remaining tape.</li> </ul>
<p>Setup Menu (Make sure the selector switch is set on <b>CAMERA</b>)</p>		<ul style="list-style-type: none"> <li>▪ <i>Clock Set:</i></li> <li>▪ <i>Auto TV ON:</i> To automatically turn on a Sony TV with laser link function.</li> <li>▪ <i>TV Input:</i> To switch the video input.</li> <li>▪ <i>LTR Size:</i> To display selected menu items at normal size or twice the size.</li> <li>▪ <i>Demo Mode:</i> Demonstration mode.</li> </ul>
<p>Others (Make sure the selector switch is set on <b>CAMERA</b>)</p>		<ul style="list-style-type: none"> <li>▪ <i>World Time:</i> Set the clock to local time</li> <li>▪ <i>Beep:</i> Sounds to signify stop/start recording.</li> <li>▪ <i>Commander:</i> To activate the remote.</li> <li>▪ <i>Display:</i> To show the LCD screen.</li> <li>▪ <i>Rec Lamp:</i> To turn ON/OFF the light on front of the camera.</li> </ul>

<b>VTR MENU SETTING:</b>		<b>OPTIONS AVAILABLE:</b>
Manual Set (Make sure the selector switch is set on <b>VTR</b> )	 <p>The LCD screen displays the 'MANUAL SET' menu with 'P EFFECT' selected. The menu items are: MANUAL SET, P EFFECT, B, A, V, C, F, E, T, C, P, and [MENU]:END.</p>	<ul style="list-style-type: none"> <li>▪ <i>P Effect</i>: To add special effects to recorded film. Choose between negative art, sepia, black and white, solarize, slim, stretch, pastel, and mosaic.</li> </ul>
VTR Set (Make sure the selector switch is set on <b>VTR</b> )	 <p>The LCD screen displays the 'VTR SET' menu with 'HIFI SOUND' selected. The menu items are: VTR SET, HIFI SOUND, AUDIO MIX, B, A, V, C, F, E, T, C, P, and [MENU]:END.</p>	<ul style="list-style-type: none"> <li>▪ <i>HiFi Sound</i>: Playback stereo sound.</li> <li>▪ <i>Audio Mix</i>: Audio balance.</li> </ul>
LCD/VF Set (Make sure the selector switch is set on <b>VTR</b> )	 <p>The LCD screen displays the 'LCD/VF SET' menu with 'LCD BRIGHT' selected. The menu items are: LCD/VF SET, LCD BRIGHT, LCD B.L., LCD COLOR, VF BRIGHT, B, A, V, C, F, E, T, C, P, and [MENU]:END.</p>	<ul style="list-style-type: none"> <li>▪ <i>LCD Bright</i>: Adjusts the LCD screen.</li> <li>▪ <i>LCD B.L.</i>: Adjusts the LCD screen.</li> <li>▪ <i>LCD Bright</i>: Adjusts the LCD screen.</li> <li>▪ <i>VF Bright</i>: Viewfinder brightness.</li> </ul>
Memory Set (Make sure the selector switch is set on <b>VTR</b> )	 <p>The LCD screen displays the 'MEMORY SET' menu with 'QUALITY' selected. The menu items are: MEMORY SET, QUALITY, PRINT MARK, PROTECT, PHOTO SAVE, B, A, V, C, F, E, T, C, P, and [MENU]:END.</p>	<ul style="list-style-type: none"> <li>▪ <i>Quality</i>: Quality of still images.</li> <li>▪ <i>Print Mark</i>: To erase or not to erase print marks on still images.</li> <li>▪ <i>Protect</i>: Protects still images from being deleted.</li> <li>▪ <i>Photo Save</i>: To duplicate still images.</li> </ul>

<p>CM Set (Make sure the selector switch is set on <b>VTR</b>)</p>		<ul style="list-style-type: none"> <li>▪ <i>CM Search</i>: Search using cassette memory.</li> <li>▪ <i>Title Erase</i>: To erase the title you have superimposed.</li> <li>▪ <i>Title DSPL</i>: To display the title.</li> <li>▪ <i>Tape Title</i>: To label the tape.</li> <li>▪ <i>Erase All</i>: Erases on the recorded footage.</li> </ul>
<p>Tape Set (Make sure the selector switch is set on <b>VTR</b>)</p>		<ul style="list-style-type: none"> <li>▪ <i>Rec Mode</i>: Mode to record in.</li> <li>▪ <i>Audio Mode</i>: Record in 12-bit or 16-bit mode.</li> <li>▪ <i>Remain</i>: The on-screen display of remaining tape.</li> <li>▪ <i>Data Code</i>: To display date, time, and various settings for playback</li> </ul>
<p>Setup Menu (Make sure the selector switch is set on <b>VTR</b>)</p>		<ul style="list-style-type: none"> <li>▪ <i>Auto TV ON</i>: To automatically turn on a Sony TV with laser link function.</li> <li>▪ <i>TV Input</i>: To switch the video input.</li> <li>▪ <i>LTR Size</i>: To display selected menu items at normal size or twice the size.</li> </ul>
<p>Others (Make sure the selector switch is set on <b>VTR</b>)</p>		<ul style="list-style-type: none"> <li>▪ <i>Beep</i>: Sounds to signify stop/start recording.</li> <li>▪ <i>Commander</i>: To activate the remote.</li> <li>▪ <i>Display</i>: To show the LCD screen.</li> <li>▪ <i>DV Editing</i>: Using the iLink to edit video with other equipment.</li> </ul>



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