Panasonic Camera
Quick Set Up Guide

Safety
1. **Pay Attention** to the surroundings while shooting, don’t trip, fall, or collide with other things.
2. Don’t touch the **Lens**. Keep it capped except during use.
3. The **LCD Screen** only flips out 90 degrees, and swivels 90 degrees in the downward (clockwise) direction and 180 degrees in the upward (counter-clockwise) direction! Don’t try to push it beyond those limits and don’t hold the camera by the LCD Screen!
4. Only push the **Tape Cassette Compartment** where indicated; Do not press the part labeled “Do not press.” Be patient and wait for the mechanism to load and unload.
5. Metal contacts (such as keys) could do damage the **Battery Leads**. Keep battery contacts covered when not on camcorder.
6. The **Camera** is small and very easy to conceal and steal. Pay attention to your surroundings when going hand-held.
7. Do not point the camera at the **sun** or **bright lights**.
8. **Lock your tripod**. If angles will not be changing, lock all of the knobs, bells, and whistles. **Pedestal up ONLY** after extending all three legs. Be very careful not to kick the legs, or bump the tripod.

Required Equipment (Inspect all equipment before leaving CCTV)
1. Camera/Tripod with tripod plate
2. Batteries/Mini DV tape
3. Headphones

On the Camera
1. **Audio channels**
   *Set the audio channels to Internal.* The switches are on left side of the camera, behind the LCD screen.
   CH1 & Ch2 set to INTR (internal)

2. **Iris and Focus**
   *Set the Iris and Focus to Auto.* Iris button is on the lower left side of the camera; press once for auto, press again for manual.
   Focus button is next to the focus ring to the left side of the lens. A is for automatic and M is for manual.

3. **Gain**
   *Set the gain on Low (L).*
   The gain switch is on the lower left side of the camera; L is for low, M is for medium, H is for high (keep the gain on low unless shooting in low light situation, in which case, switch to Medium or High.

4. **White Balance**
   *Set white balance to Preset.* Find AW switch on lower left side of the camera, switch down to preset.
5. **Zoom**  
*Set the Zoom to Servo.*  
The switch is in front of the camera right beneath the lens.

6. **Shutter Speed**  
*Set the shutter to Off (Automatic).*  
The shutter speed button is to the left side of the camera, behind the LCD screen, press once, it reads Shutter Off (for Automatic), press again for manual.

7. **Zebra** *(Shows patterns where the image is overexposed)*  
*Turn the Zebra off.*  
Zebra button is on the left side of the camera behind the LCD screen, press twice, “Zebra off” will appear on the LCD screen.

**Menu settings** *(the menu button is located on the upper left side of the camera, above the LCD screen)*

1. **Aspect Conversion**  
*Set aspect Conversion to normal.*  
Menu>Camera Set up>Aspect Conversion: Normal

2. **Progressive**  
*Turn Progressive off.*  
Menu>Scene File>Progressive: Off

3. **Recording Speed**  
*Set recording speed to SP.*  
Menu>Recording Setup>Recording Speed: SP

4. **Display Set Up**  
*Display audio levels, battery life and recording time* *(to see when the battery is running out of power, to monitor audio levels on the level meter).*  
Menu>Display Setup>Tape/Battery: On  
Menu>Display Setup>Level Meter: On

**Breaking Down**
1. Take off the battery.  
2. If using a tripod, take the tripod plate off the camera and put in back on the tripod.  
3. Put the lens cap back on, place the camera in the bag  
4. If the AC adaptor has been used, leave it in the pocket of the camera bag, with cables nicely coiled.