



## Facilitator Module 3 Introduction to the Camera

### Materials

- Power Point: Introduction to the Camera
- Reference Sheet: Basic Camera Features
- Reference Sheet: Camera Kit Essentials
- Reference Sheet: Video Terms Glossary
- Sample Cameras for Demonstration

### Preparations

Lay out the entire camera package on a table to demonstrate each component of the camera kit

### Time

45 minutes

### Description

This session will introduce the basics of using a camera. The facilitator will provide an overview of the camera and demonstrate how to operate the camera and use its various components. If only one camera is available, the facilitator should use this to demonstrate and pass out the **Reference Sheet: Basic Camera Features** (if applicable). Participants will work in groups to gain hands on experience with the camera package.

### Instructions

#### Part A (10 minutes) Introduction to the Camera Kit

Introduce participants to Reference Sheet: Camera kit Essentials and Reference Sheet: Video Terms Glossary. These documents are simply for reference.

Introduce each item in the camera package and discuss their various functions.

#### Part B (35 minutes) Hands-on Introduction to the Camera Kit (if available)

Pass out complete kits to participants and ask them to form small groups around each kit.

Facilitators will guide participants in:

- How to hold the camera to record steady shots
- Turning the camera on and off
- Using basic menu options
- Selecting the correct recording format
- Setting Date and Time
- Plugging in headphones
- Plugging in microphones
- Mounting camera onto tripods
- Understanding the different inputs/ outputs
- Using automatic functions
- Using the zoom function
- How to use shot gun and lavalier microphones in appropriate situations



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- Switching between VTR (playback) and camera modes
- How to view and delete clips
- Charging batteries with external charger and surge protector

