How to Use Our Video Cameras

A step-by-step guide on how to use the Canon Camcorders in Lyons New Media Centre
How to Turn on/off the Canon Vixia HF R500
The power on/off button is located on the adjacent side of the view panel.

How to Turn on/off the Canon Vixia HF R300
The power on/off button is located on the top of the camera.

How to Record Video on Canon Video Cameras
The red recording button is located on the right side of the camera, next to the battery. Video recording begins once a beep is heard and a small red circle is visible on the view panel. Once you are done capturing video, press the red button again to stop recording. You will hear another beep indicating that recording has finished.

How to Access the SD Memory Card
The Lyons New Media Centre’s SD Cards are located inside the SD Card slots, on the adjacent side of the view panel. The slot opens and closes. To eject the card: open the flap and push the card back into the slot to gently eject it. To return the SD Card, push it back into the slot until you hear a light click. Close the flap.

How to Charge the Canon Video Camera Battery
All video cameras come with a power adapter that plugs into an electrical outlet. On the right side of the camera, underneath the grip belt, you will find the camcorder’s DC IN terminal. Connect the power adapter and make sure the video camera is off. After a moment the POWER/CHG indicator will turn red. The indicator will go out when the battery pack is fully charged.

How to Playback and Delete Scenes
The playback button is located on the adjacent side of the view panel. To view the scenes you have recorded, press the PLAY button. All Canon View Panels are also touch screen panels. Touch on the scene you wish to play. To delete: touch EDIT on the view panel > Delete > Select OR All Scenes. It will ask you to confirm. If you select All Scenes, everything will be deleted from the SD Memory Card.

How to Access Recordings on the Computer
In order to access the data on the SD memory cards on a PC or Mac, an SD card reader must be used to transfer the files over via USB. (Computers in Lyons have an SD card reader built-in.) However, MacBook users will find their laptop’s built-in card reader to also be useful. The files are stored in the NO_NAME folder in the DCIM folder.