



THE SCHOOL DISTRICT OF LEE COUNTY INFORMATION TECHNOLOGY SUPPORT DEPARTMENT

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Configuring Your Document Camera for Image Capture

Introduction:

Document cameras are not just great for displaying documents and three dimensional objects on your screen or SMART Board in real-time. They can also capture images to your computer so that you can use them later.

This document describes what you need to get started with the District's standard AVerMedia brand document cameras. Note that, while other brands of document cameras have similar features, the procedure may vary by brand

What You Need:

In order to capture images to your computer:

1. Your document camera must be connected to your computer using a USB cable.
2. You must have the AVer+ software installed on your computer.
3. You must set your document camera to its "Camera" setting.

Checking Your Connection:

There are two ways to connect a document camera.

1. VGA: This is a standard video connection that connects like a monitor.
2. USB: This is the same type of cable used to connect many other types of peripherals, such as scanners, printers, and other devices.

Depending on when you received your document camera, and who performed the installation, you may find that yours is connected with VGA, USB, or both. For the purposes of capturing images, you need USB. If you do not have a USB cable, contact your school tech person.

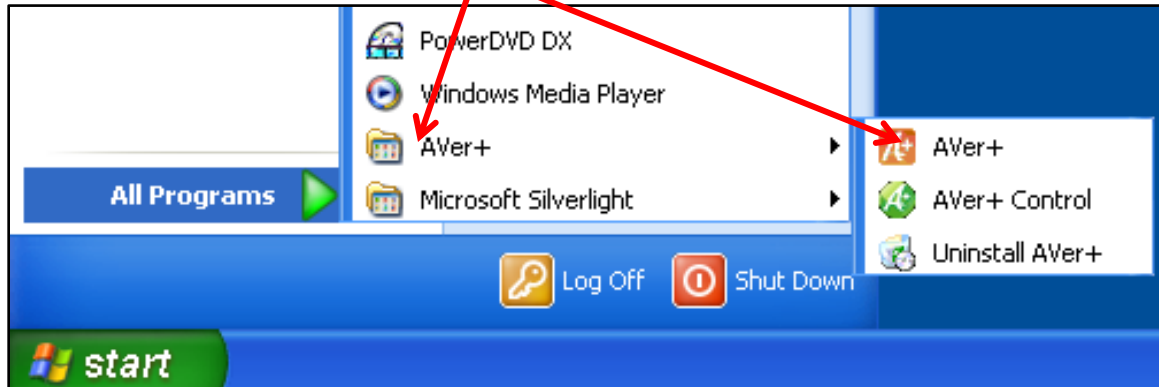


The AVerVision 130 is a common model with The District. The USB port is on the rear of the device. Look for a cable plugged into that port.

The AVer+ Software:

The AVer+ software is included with all AVerMedia document cameras. The District provides an automated installer for your tech person to use to install the software on your computer without having to visit your classroom. The installation is silent and can be handled from the tech person's office.

To check to see if you have the AVer+ software installed, click on the "START" button and go to "All Programs". You should see "AVer+" listed on the start menu.



If you do not have the software installed, simply submit a help ticket (at <http://help>) and request that your tech person install the software.

Switching to the "Camera" Setting:

In order to capture an image with your document camera, you must make sure that it is set to use the USB connection to talk to your computer. Depending on the model of your document camera, you should see a "Camera" or "USB" button. Push that button to activate the USB port.

