Capturing from Desktop Document Camera:
1. To capture still images of the camera’s projected image just locate the USB port on the side of the camera

2. Insert Flash drive or other removable storage (32GB maximum)
3. Ensure switch is moved to the Right

4. Press Cap\Del once to store snapshot

5. Locate Images on flash drive
6. Desktop Camera can also capture live video and audio using onboard camera and microphone (Great for in-class student presentations).

Using the Desktop Document Camera (Aver M70 only) for Skype, Lync, etc:

1. Connect local mini USB cable to document camera – the other end is already connected to the PC.
2. Verify switch on side is to the **Left**

3. Launch web conferencing program and verify video and audio settings. In this example Skype has been launched (all platforms have a video and audio setting tool)

**Students will need to speak loudly to be picked up when seated, or they can come up to the camera during Q&A sessions.**
Using the Desktop Document Camera (Aver M70 only) for Aver Sphere capture:

1. Connect local mini USB cable to document camera – the other end is already connected to the PC.

2. Verify switch on side is to the Left
3. Launch Aver Sphere on the PC:

![PC desktop with Aver Sphere open]

4. Explore Aver Sphere’s, **Annotation, Capture and Cloud uploading capabilities**
(Youtube, Dropbox and Facebook accounts required)

![Instant Cloud Upload]

![Annotation]

![Recording]