

# SELF-SERVICE VIDEO PRODUCTION STUDIO

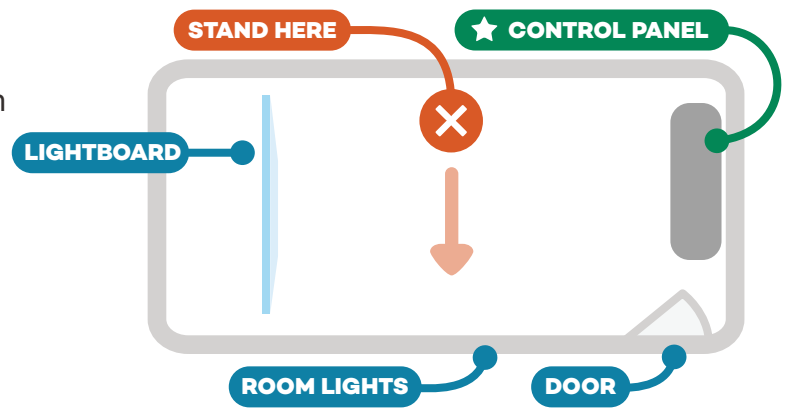
## HELP GUIDE

Call 847-491-3361 or visit [circulation](#) for further assistance

### THE SPACE

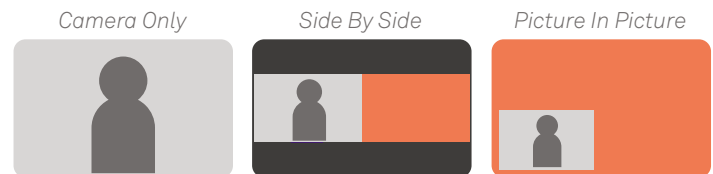
When recording in Self-Service Video Production mode, stand in the area indicated by the **X** and face the direction indicated by the arrow.

Remember to turn off the room lights before recording.



### ADDING YOUR PRESENTATION

- 1** Connect a laptop via the orange HDMI cable  
*Remember to adjust the black curtain to cover or unveil the presentation display.*
- 2** On the Control Panel, choose from one of three capture modes:



### STARTING YOUR RECORDING

- 1** Insert a USB drive into the USB record port  
*Ensure that the USB drive is formatted in FAT*
- 2** On the control panel, select **Self-Service Video**  
*The camera and video lighting will turn on automatically.*
- 3** Press **Record**

### ENDING YOUR RECORDING

- 1** On the control panel, press **End Recording**
- 2** Wait until the control panel says it's safe to remove your USB drive
- 3** Remove your USB drive, and you're done!