How to take a picture with the MG office camera (Kodak M1033 EasyShare)

By working together, Metro MGs can compile an extensive catalog of images for an easily searched database that all Metro MGs can use for diagnostics and to extend their knowledge.

Two Manuals are available on the MG Office computer in the

MG Forum Images folder at the lower right of the computer desktop

1. Basic – Includes the basics for taking a image

2. Extended – Many more details, few of which office MGs will need

Note: The Kodak camera software <u>isn't</u> installed on the MG office computers

The camera has been pre-set for best performance on the Metro MG Forum.

Please don't change any camera settings.

1. Image size is pre-set to 3.1 MP

2. <u>Mode is pre-set to SmartCapture</u> to automatically detect macro (close-up) views and/or distant views.

Take a picture

- To avoid accidental damage, put the <u>camera's "leash"</u> around your wrist.
- When the <u>LCD screen</u> faces you, the <u>Shutter Release</u> is at the far top right, the <u>Power Button</u> is just to the left of that.
- To turn on the camera, depress the Power Button until it lights up
- Point the camera toward the desired object. The camera automatically detects the distance.

In the SmartCapture mode, a <u>small "tulip"</u> is at the upper left of the LCD screen when an item is closer than 24 inches, in the macro (close-up) mode.

- Slightly depress the <u>Shutter Release</u>, notice the 2 colored brackets in the center of the viewing screen; they should surround the part of the sample you want in excellent focus.
 - a. Green brackets mean the image is focused
 - b. Amber or pinkish-red brackets mean the image <u>isn't</u> in focus; you are too close

After you take a picture, glance at the small hand symbol at the

upper left of the LCD screen

Green is good; but amber or red means "try again"

General guidelines for useful views

- Plain background, but avoid white or black
- Include something to judge the size of the sample (ruler; coin; pencil; finger)
- Minimum 2 views: overall & close-up. Take as many images as needed to show all the critical characteristics; more is better than too few.