


# Classroom webcam: the first time you log-in



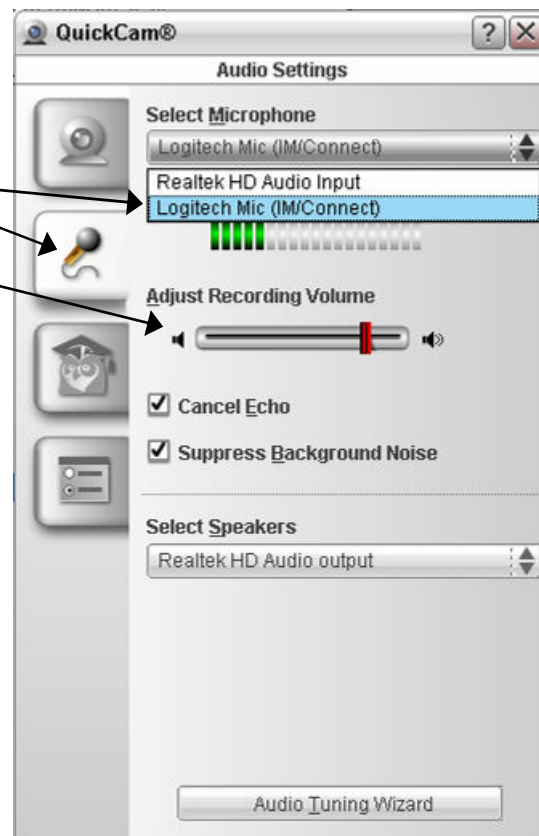
The first time you use the webcam with your own log-in, you will need to follow these instructions, so that it works properly. You should only have to do this once.

*These instructions are for the Logitech 'Quickcam Connect', and v.10 of the 'QuickCam' software.*

- 1 Make sure that the webcam is plugged in.
- 2 Load the Logitech *QuickCam* software. This will be a short-cut on the desktop...  
...or it will be on the 'Start' menu...   
...or you will find it in 'Programs', under 'Logitech'.
- 3 The software may take you through a tediously cheery 'set-up' wizard. If so, be patient and do what it says.
- 4 On the *QuickCam* menu, click on the cogs icon. (These represent 'settings').



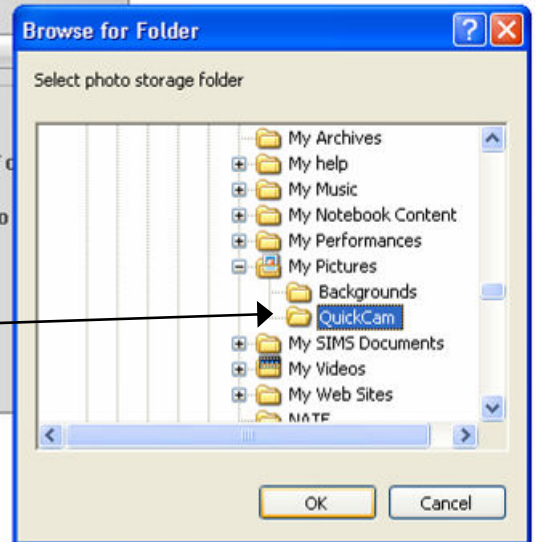
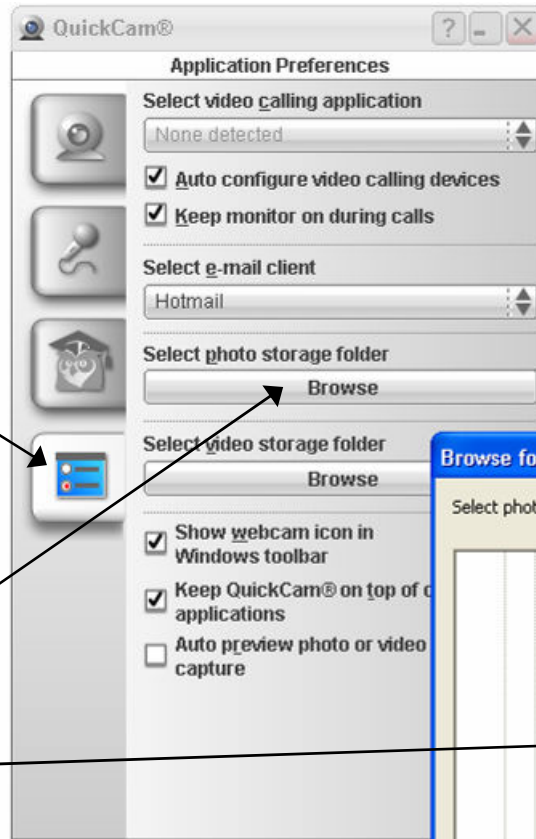
- 5 In the window that opens, click on the microphone icon, and then make sure that the 'Select Microphone' option is set to 'Logitech Mic'.  
Keep the 'Recording Volume' quite high.



- 6 Then click on the filing icon (for that is what it is...)

Under 'Select photo storage folder', click on 'Browse'.

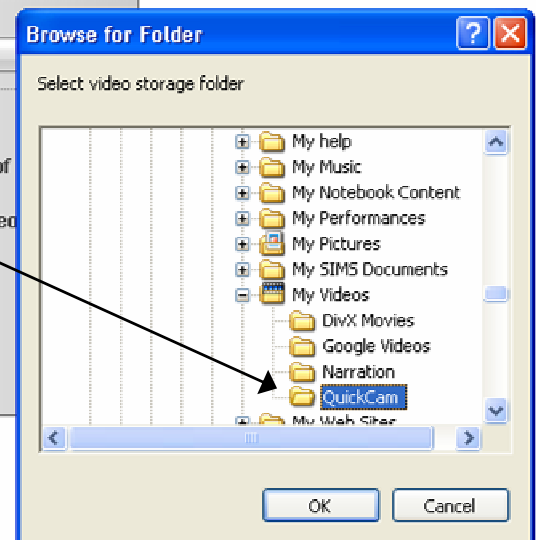
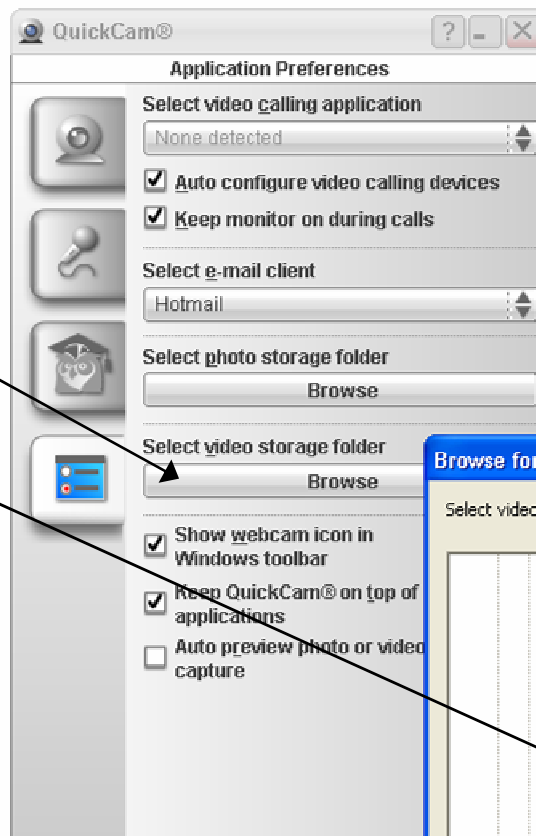
In the window that opens, browse for your 'My Documents' on the network, then 'My Pictures', then 'Quickcam'. Select this folder, and then click on 'OK'.



- 7 Next do the same with 'Select video storage'.

Again, browse for your 'My Documents', but then find 'My Videos', then 'Quickcam'. Select this folder, and then click on 'OK'.

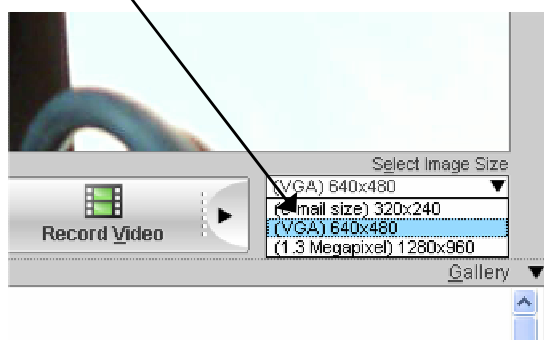
Now any images or videos that you capture with the webcam will be stored in these places, and you can access them from any computer.



8 Click on the 'capture' icon.

This opens up the capture window.

The first thing to do is to set the resolution. Go to 'Select Image Size' and select '(VGA) 640x480'



Your webcam should now be set up, for every time you log on.

It is a good idea to keep the webcam plugged in, so that it is ready to use, without the computer having to recognise it.

It is also a good idea to get into the habit of loading the software at the start of every lesson, so that it is there and ready to use at a moment's notice.

## Focusing the webcam

To focus the camera, turn the focus ring! If you keep the camera at the same height on the stand, then it shouldn't need refocusing very often.

If you move the webcam, then you will need to refocus it.

Each time you use the webcam, it would be worth just checking the focus. However, the settings that you created above should stay!

