Hi8 Recording Instructions

1. Press **Power Button** on the Sony player (upper left corner)
2. Open the **Operation Panel**, pressing the button on the lower left corner of the **Sony player (black)**.
3. Check **Video Audio Switch** (it is the small black box sitting on the left side of the desk with the orange, yellow and white cords plugged into it. On top there is a white label with **VHS 1 Hi8 2** printed. Press the button below that so it is in the number 2 position (extending out). (VHS position is 1).
4. Turn on the **Computer** (**power button** is the bottom button on the lower right side of the computer screen).
5. Log into the **Patron** account (with no password) – if not already logged in.
6. **Insert** your **Hi8 tape** into the tape slot of the Sony player (Center Front).
7. Left mouse **double click** on **Elgato** (lower left corner of the computer screen). A new window will open up with **Elgato Video Capture** in the top left corner of the new window.
8. **Name** your **video** by clicking and typing in the box below **"What is the name of this movie?"**
9. **Time: "Approximately how long is the movie"** In the box below on the right side click the **"˅"** down symbol for options, then click on time that matches your tape time.
10. Click **Continue** (in the lower right corner of the Elgato window).
11. **View input Connections** on the left side of the computer equipment check the wires, yellow connected to yellow.
12. **Aspect Ratio:** (Screen size) ● 4:3 ◦16:9 (● 4:3 the circle should be blacked out)
    Always start with 4:3. Only click on the circle for 16:9 if the screen looks like everything has been squished in.
13. Click **Continue** (in the lower right corner of the Elgato window).
14. **RCA Audio Cable**: Check the cables (wires) on the left side of the computer equipment. Connected red to red and white to white.
15. Click **Continue** (in the lower right corner of the Elgato window).
16. ☑ **Automatically stop recording** after the time (length of tape you chose in step 8).
17. ▢ **Mute Sound** (Mutes the sound on the computer, **NOT** the recording). Adjust volume in step 19
18. **Start Recording:** Click the **center** of the **large red circle** on the right side. (The color will change if it is recording and the Words "Stop Recording" will appear above the circle. If it still says "Start recording" click again. ***(Clicking on the record button first, then the play button (step #19) this will allow you to record the whole video and help avoid cutting the beginning of the video off).***
19. **Operation Panel:** (you opened in step #2) **push the play button**.
20. **Adjusting the Sound on the computer:** if you didn't mute, you can adjust the volume at this time. Using the left mouse button and the volume (icon) on the main screen in the lower right corner.
21. Let it Record

When Done Recording

1. When the recording is finished the screen will turn blue. You will not hear any more audio sounds and the time stops on the operation panel
2. Left Click the **"Stop Recording"** (red circle in the lower right corner of the Elgato window).
3. **Stop Tape** on the **Sony Operation Panel.**

4. **"One moment please "** will pop up. This brings you to the Trim Screen.
5. **Play Video:** Click ⓟ to watch your video, ⏸ to pause the video.
6. **Trim Screen:** The large blue down arrow on top of the line moves forward and back showing the scenes of the video. The two ◣◢ below the line, adjust where you want to cut & edit the video. (Beginning ◣ End◢).
7. **Marking beginning and end of Video:** Click and hold down the left mouse button
   - **Beginning of Video: Drag the top blue down arrow,** to the desired starting point of the video.
     - **Write down the number.**
     - **Then click on the bottom left ◣,** and drag to the number you just wrote down. (The Top arrow will move back to the beginning and move with the lower triangle as you move it to the number you wrote down. Marking the new beginning of the video.
   - **End of Video:** left click the **bottom Right◢** The *down pointing arrow* above will move over on top of it**.**
     - Slowly drag the **lower Right Triangle** to the left until you see the last part of the video. Release the mouse button.
     - Click **play** watching until you get to where you want the video to stop.
     - Click **Pause,** to stop the video. **Write down the number,** (this is your desired end of the recording).
     - **Left click the bottom Right ◢** and drag to the second number you wrote down. (The number will appear above the line.)
     - **It is ready to trim. Click "Continue".** A new window will pop up
8. "**Elgato Video Capture**" appears. It is copying your video
9. New window appears when finished. Along the top of this window you will see **"Your movie was saved successfully:"** below that click on **Videos. A file screen opens up.**
   - Select your video (it will have the name you gave it at the beginning). Press **play** to check the video.
   - Insert your Thumb drive on the Left side of the computer screen.
   - Open your USB stick and the folder you want to move your movie to.
   - Left click hold on your movie dragging to your USB stick and the chosen folder. Drop in folder.
   - Make sure it is in the folder. Close the USB file folder (clicking the X in the top right corner of that screen).
   - Remove your USB stick by clicking on the ^ in the lower right corner of the main screen. Click the USB icon then Eject. When it says it is safe to remove, pull it out.
10. Right click on the movie/video you just copied to your thumb drive.
    - Click Delete. To remove it from the computer file.
    - Close the Videos file folder by clicking the X in the upper right corner.
11. Click **Quit** if done in the lower right corner, or **Again** on the left side to start another Hi8.
12. To **Eject** your **Hi8** press the button on the right side next to where you inserted the tape.
13. Close the Operation panel using the same button you opened it with.
14. Power off all equipment.