

Home Movie Duplication



Tape to USB or DVD (using the computer)

The computer and Sanyo VCR can be used to capture and edit home movies from VHS or VHS-C tape, or from your home video camera. If you prefer to not use a computer, refer to the *Tape to DVD (easy method)* instructions. Allow yourself enough time to transfer your movies. Capturing, editing and copying video can be very time consuming.

***** WARNING *****

Media is susceptible to damage. The Coquitlam Public Library is not responsible for any damage that may occur to your media by using this equipment. Do not use any tapes that are damaged (broken, ruptured, misaligned, overlapped, gapped/perforated holes, bent, etc.). Doing so may damage the equipment or further damage the tape.

By using the duplication equipment you are confirming that you are the copyright holder for all media and content that you digitize. You also agree that the Coquitlam Public Library will take no responsibility for any copyright violations you may incur as a result of using the room, its' equipment and/or software.

It is recommend that you protect your home VHS tape from being overwritten or erased by breaking off the write protection tab located on the back edge of the tape.



The photo above shows the plastic tab snapped off.

*** FAILING TO REMOVE THE TAB MAY RESULT IN YOUR VIDEO BEING PERMANANTLY LOST ***

What you will need

1



Sign-out the [Remote](#) and (if needed) the [VHS-C Adapter](#) at the front counter of the Library

2



A blank [DVD-R](#) or [DVD-RW](#)
[DVD+R](#) and [DVD+RW](#) are NOT Supported)

OR



A [USB Memory Stick](#)
(32GB or greater is recommended)

3



A [VHS](#) or [VHS-C](#) Cassette Tape

OR



A Video Camera with [RCA](#) or [S-Video](#) Connectors

Blank DVDs and USB Memory sticks are available for purchase at the front counter of the library

Prepare your Tape to Play

To record from your VHS tape

1 Press the **Power** button

2 Insert your VHS tape. It will start playing, press **Stop**.



3 Use the **VCR buttons** to find where you want to start (Play, Rewind, Fast Forward, etc.)

If you need to use a VHS-C adapter or adjust the volume, instructions are on the last page

To record from your Video Camera

1 Press the **Power** button

2 Press **Input Select** on the remote control and select **L2 (Front)**



3 Connect your Video Camera and **Power it on**



4 Use your **Video Camera buttons** to find where you want to start (Play, Rewind, Fast Forward, etc.)



Prepare the software for Recording

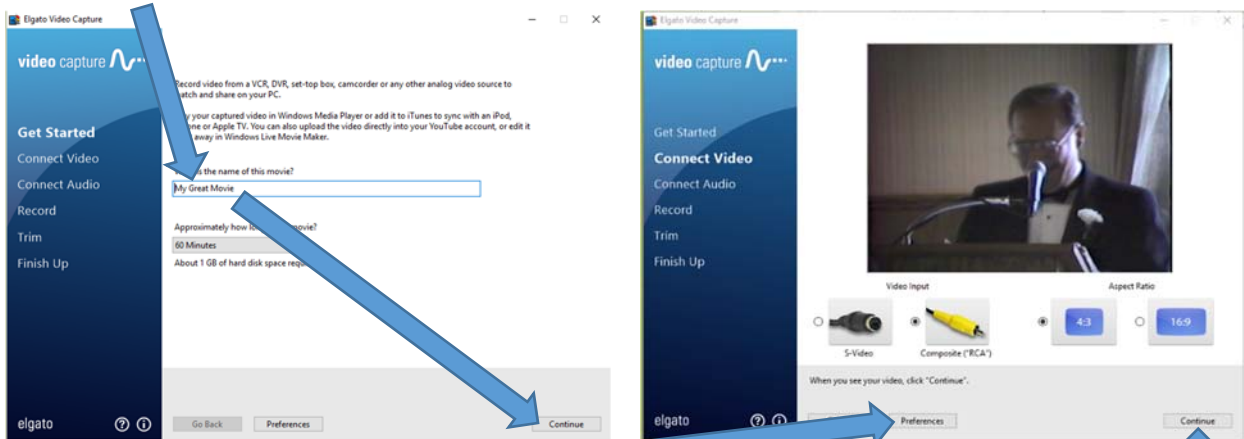
The computer is connected to the Sanyo DVD player and uses Elgato capture software to record your video from tape

1 Login to the computer with your Library Card or Guest Pass

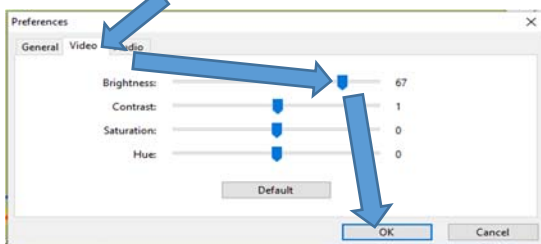
2 Start the Elgato Video Capture software



3 Edit the name of your video and click Continue

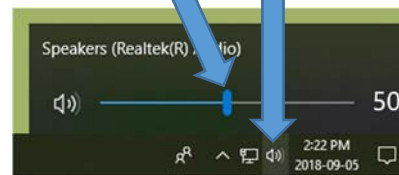


4 If your video is dark, click Preferences, click on the Video tab, slide the Brightness as necessary, click OK



5 Click Continue

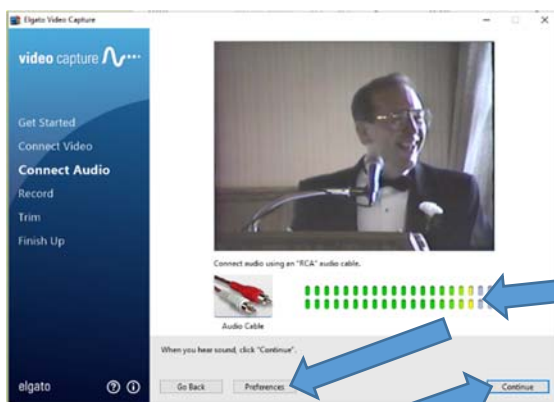
6 If you need to adjust the volume on the computer, click the Speaker icon in the bottom-right corner of the screen, adjust the slider



7 If the sound meter is consistently in the Yellow or Red, click Preferences

8 Click on the Audio tab, slide the Gain as necessary, click OK

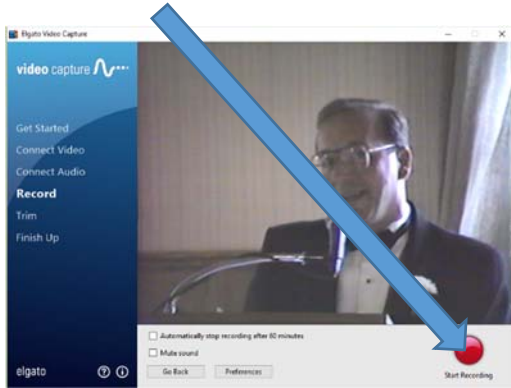
9 Click Continue



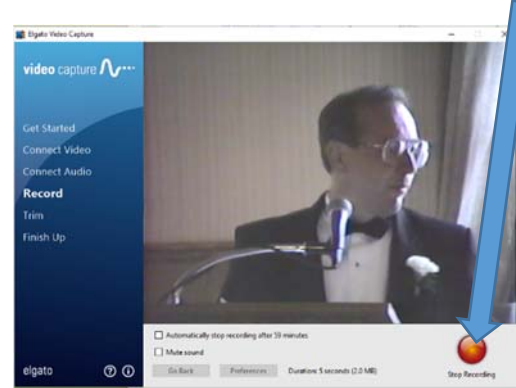
Start Recording

1 Press play on the Sanyo VCR, OR on your Video Camera

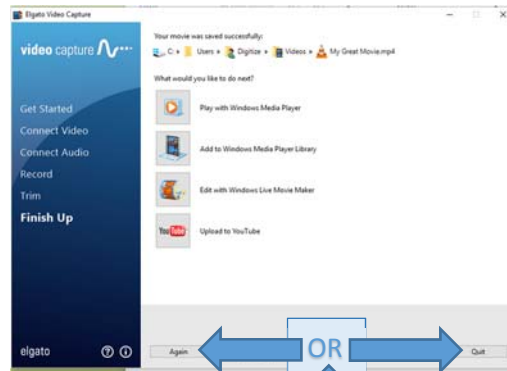
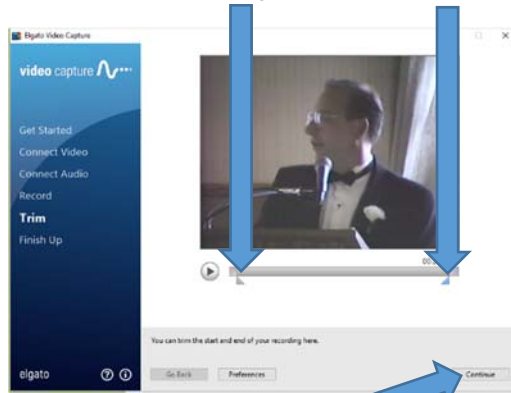
2 Click Start Recording



3 When your video is finished, click Stop Recording



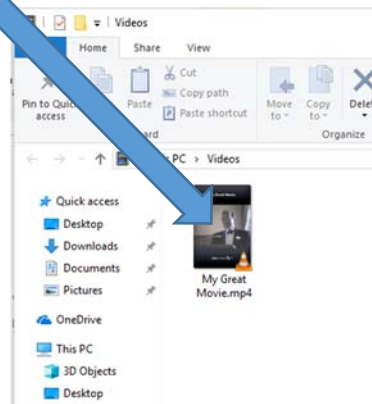
4 If there is video at the beginning or end you would like to trim, adjust the sliders as desired



5 Click Continue

6 Change video tapes and click Again OR, Click Quit if your finished recording

7 Double-click Videos,



***** WARNING *****
your recording only exists on the computer and will be erased if you End Session or restart the computer. Continue with the instructions to save to your USB Memory Stick or DVD.

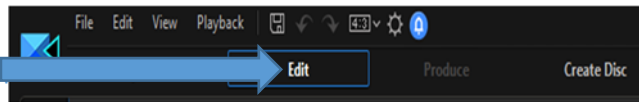
Edit your video (Optional - Advanced)

Editing video files is beyond the scope of this document. However, CyberLink PowerDirector software is available on the computer for video editing.

1 Start the CyberLink PowerDirector video editing software



2 Click the Edit tab

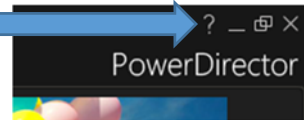


3 Click File, then Import

4 Hold the Ctrl key and click the videos you want to edit, click Open.

5 Click and drag each video down to a track, edit your video as you like

6 If you need help with the software, click on ?



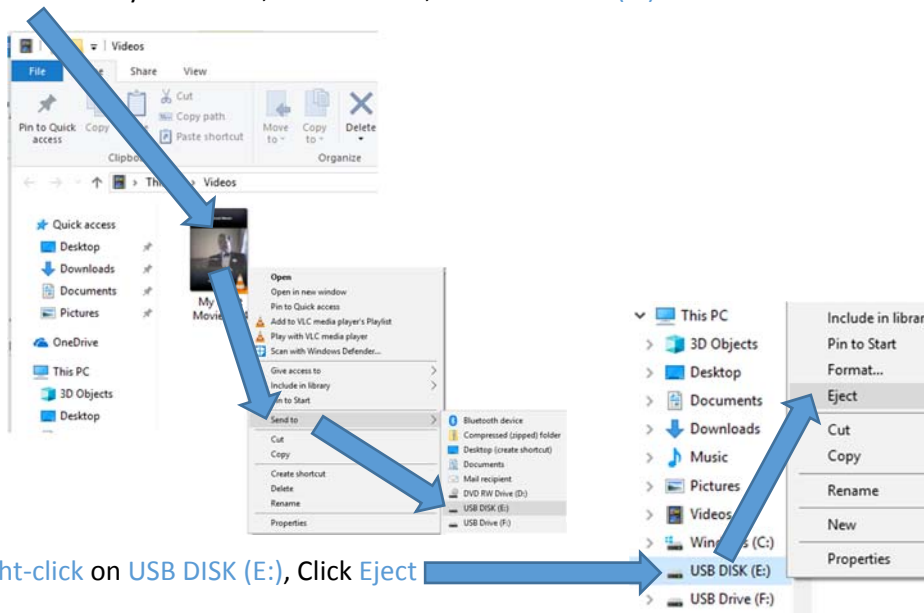
Copy Video Files to USB Memory Stick

1 Insert your USB stick into the front of the computer

2 Double-click on the Videos folder



3 Right-click on your movie, click Send to, Click USB DISK (E:)



3 Right-click on USB DISK (E:), Click Eject

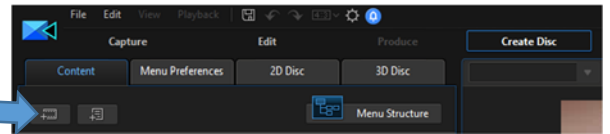
4 Remove your USB stick

Burn Video files to DVD

1 Start the CyberLink PowerDirector software



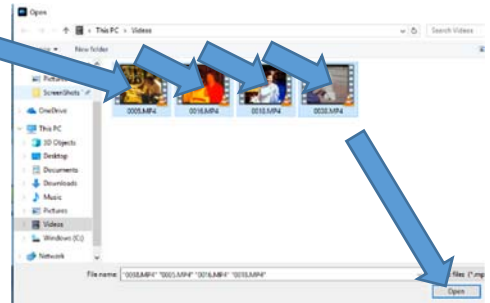
2 Click the Create Disc tab



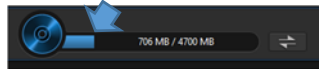
3 Click on the Import Additional Videos button



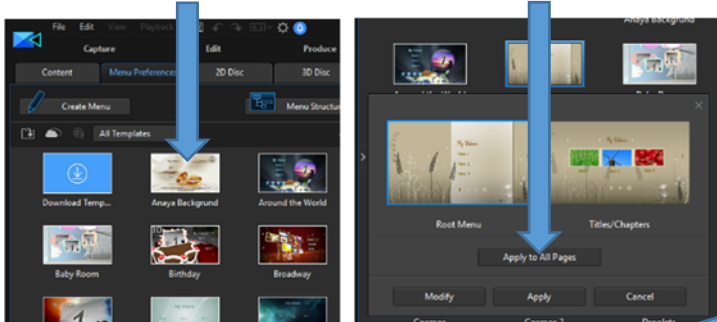
4 Hold the Ctrl key and click on your video(s), click Open



5 Watch the slider in the bottom-left of the screen to ensure your video will fit on a DVD

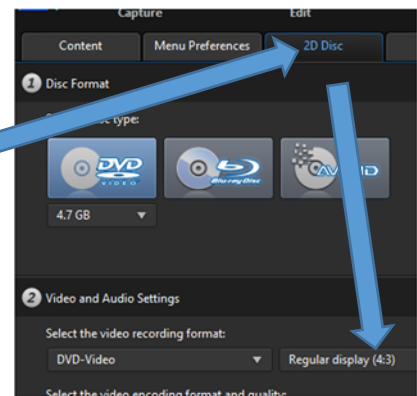


6 Click to choose a Menu template, Click Apply to All Pages

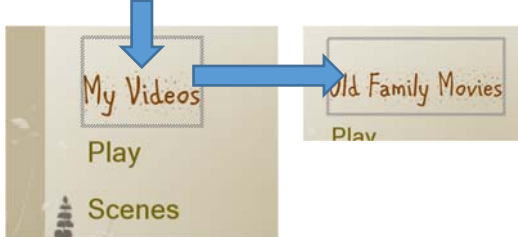


7 Click on 2D Disc, set the Aspect Ratio

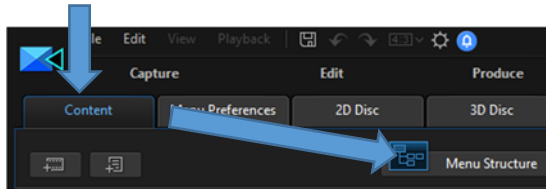
Note: 4:3 is recommended for 8mm and Super8 Film



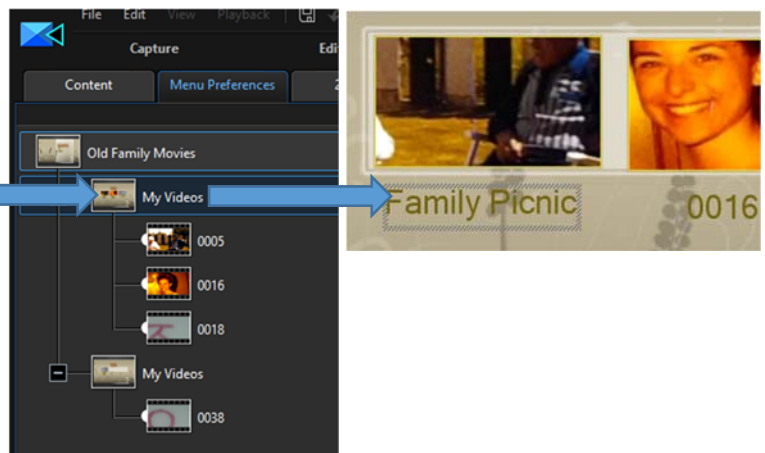
8 Edit the Menu as you like by clicking on on the various parts



9 Click on Content, click on Menu Structure



10 Click on the various menus and videos, edit the names and titles as you prefer

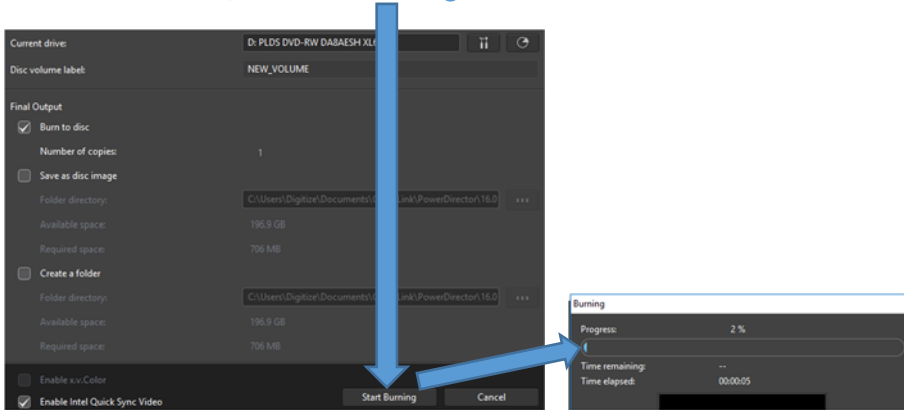


11 Click the ▶ button to test the DVD as needed, Exit preview mode by clicking the X

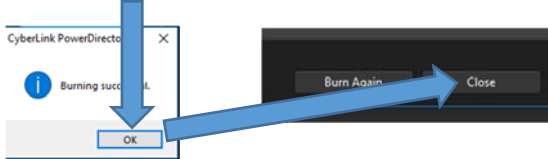


12 Click the Ⓢ button when you are ready to burn your movie to DVD

13 Insert a blank DVD, click Start Burning



14 When burning is complete, click OK, click close



Shutdown the Equipment

1 Press the **eject button** to eject your VHS tape (or disconnect your video camera)

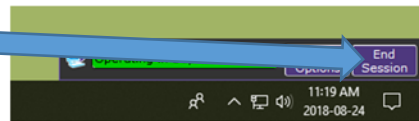


2 Turn **OFF** the Sanyo DVD Recorder

3 Remove any **USB Memory sticks** and **Eject** any **DVDs** from the computer

4 Click **End Session** on the computer

Note: the computer will delete your files and restart



VHS-C Adapter

A VHS-C Adapter is available for sign-out at the front counter of the library. If the adapter is not working, **replace the battery**.

1 Install one 'AA' battery

2 Slide the switch to **OPEN**

3 Insert your VHS-C tape into the adapter, close the door

4 Insert the adapter into the **Sanyo VCR**

Adjust the VCR Volume

The sound comes from the monitors' internal speakers.

To adjust the volume, push the buttons underneath the monitor

Press **1** to show the menu
Press **▼** or **▲** to scroll to **AUDIO ADJUST**
Press **2** to select

Press **▲** to scroll up to **VOLUME**
Press **2** to select

Press **▲** or **▼** to adjust the volume
Press **1** to exit volume
Press **1** to exit audio adjust
Press **1** to exit menu