Aver-Media Document Camera

1. You will have to take the Document Camera (DC) out of the box. In the box you will find the following items:

- Document camera (DC)
- Packet with instructions and 2 discs
  - o User Manual
  - o System Requirements
- Remote control
- Small box w/ power supply, remove from box
- Small black piece with prongs for plug
- Black cable (VGA)
- Beige Cable (USB)
- 2 AAA batteries

2. Put **batteries** in remote

3. You are now going to attach the small black piece with prongs to the power supply. Remove the plastic piece on the back of the power supply. You should see 2 small silver posts. Take small black piece with the prongs and slid it onto the power supply until it clicks.

4. Remove protective covering from the document camera and take cables out of the bags.

5.   Remove "**head**" of DC from the side of the base and stand on table beside your computer

6.   Plug **power supply** into DC

7.   Plug **beige cable** into the DC. It goes on the side where the "arm" is attached to the base.

8.   Plug the other end of the **beige cable** into your computer

9.   Press the **Power button** on the top of the DC

9.   To open DC software, click on this symbol:

Or go to **Start > Programs > Aver+ > Aver+**

10.   You should now see what is below the "**head**"

11.   Hover over **buttons** to discover function