west vancouver MEMORIAL LIBRARY

Digitizing **MiniDV Tapes** using Canon Camcorder and Elgato Video Capture
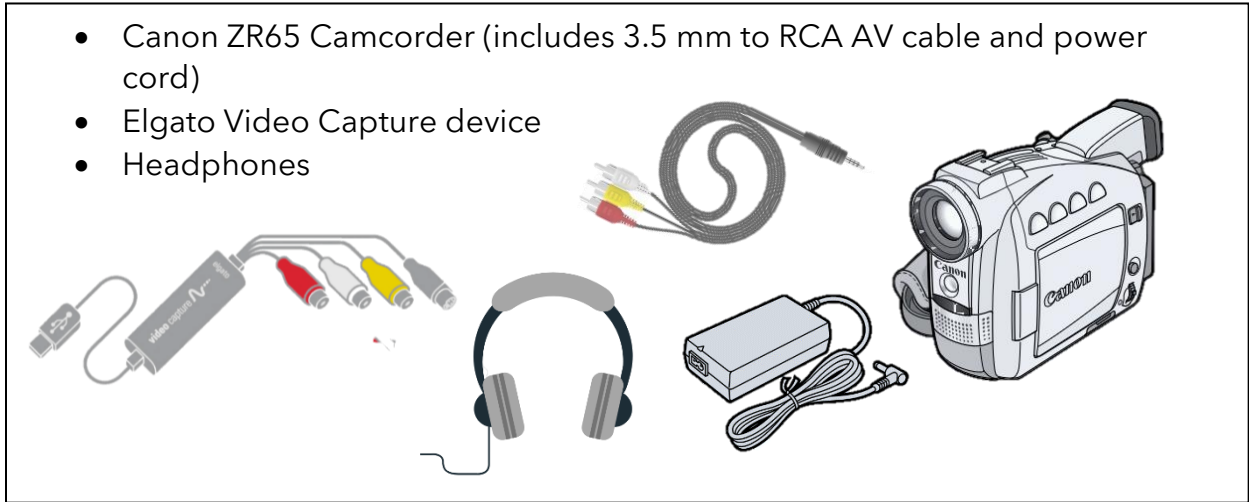
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![West Vancouver Memorial Library logo]

I. Equipment

This digitization project requires the following equipment (borrow at CCC desk):

- Canon ZR65 Camcorder (includes 3.5 mm to RCA AV cable and power cord)
- Elgato Video Capture device
- Headphones

II. Getting Started

Log in to the Digitization on Demand computer. You can log in with your library card or a guest pass.

Open the grey terminal cover on the front left of the camera.	

Plug the Black 3.5mm end of the RCA AV cable into the AV jack on the camcorder.	
Plug the other end of the RCA cables into the Elgato Video Capture device.	
Plug the USB end of the Elgato Video Capture device **directly** into the computer. Please do not use a USB hub. Elgato requires a direct connection.	

Plug in the Camcorder power cord at both ends.

The DC (tube) end goes into the **DC-IN 8.4V** terminal on the camera.

Turn the camcorder **On** by pressing down on the green button on the **power dial** and rotating it to point at **PLAY (VCR).**

To insert your MiniDV tape into the camcorder, use the **OPEN/EJECT** switch on the bottom of the camcorder.

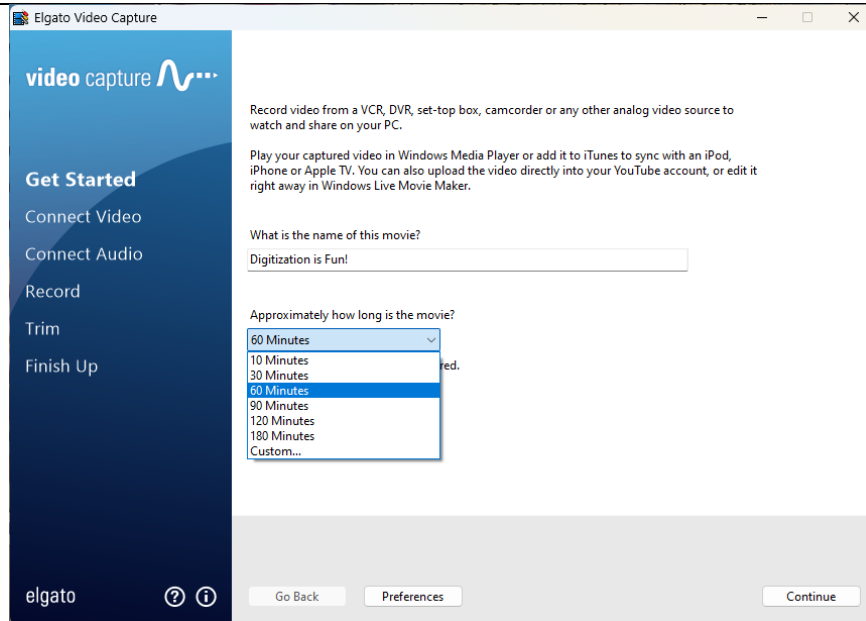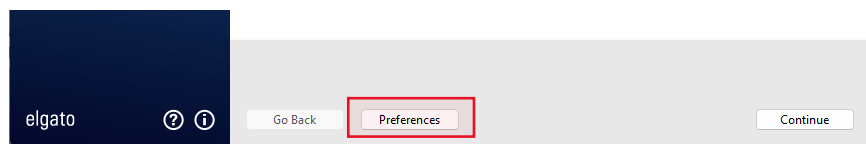|	
Pull the tab toward **EJECT.** The cassette compartment cover will open. When it is fully opened, it will **ding.**	
Insert your MiniDV tape. Press the **PUSH** mark on the cassette compartment. Wait while your tape fully retracts before closing the compartment cover.	

III. Setting Up Elgato Video Capture

III.I. Get Started

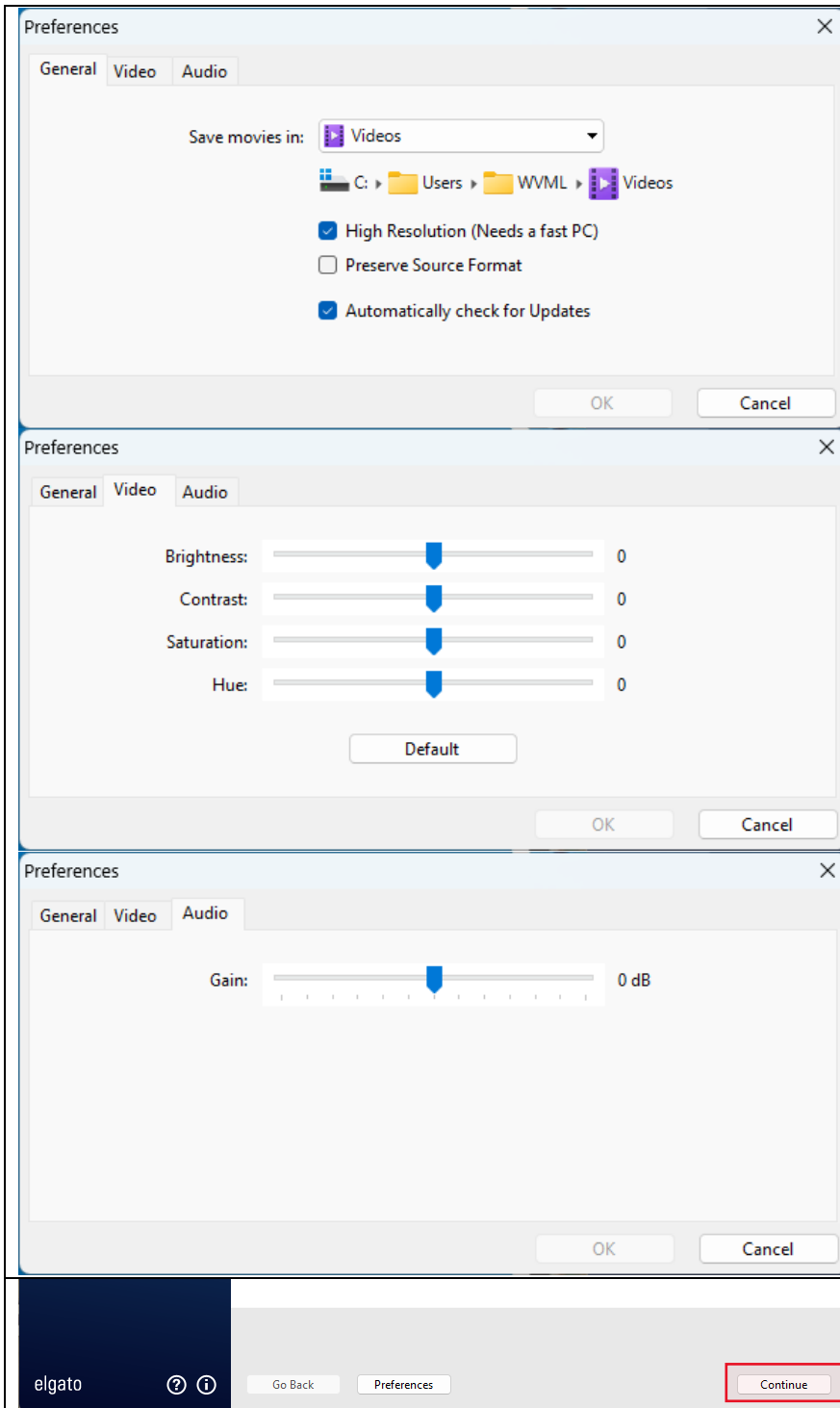|	
Open the **Elgato Video Capture** application on the computer. The application will guide you through the video digitization process. Follow the prompts on the screen.	

	Name your movie and select the approximate length of the movie.
	Before you continue, you can click **Preferences** to adjust the settings of your project.

In **Preferences**, you can toggle between **General**, **Video**, and **Audio** settings to personalize your digitization project.

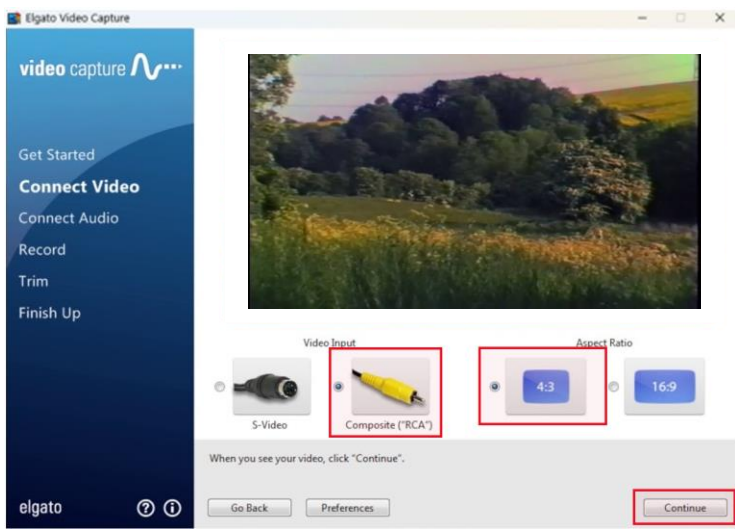Find definitions of Video and Audio terms in the **Glossary**.

You can also change your preferences after you have recorded your movie.

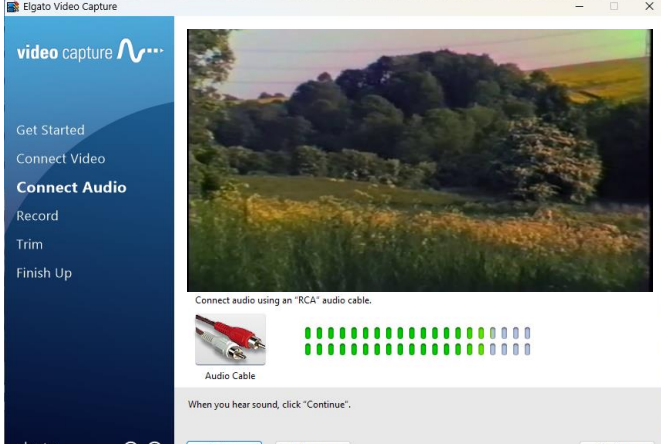Once you are satisfied with your settings, click **OK**.

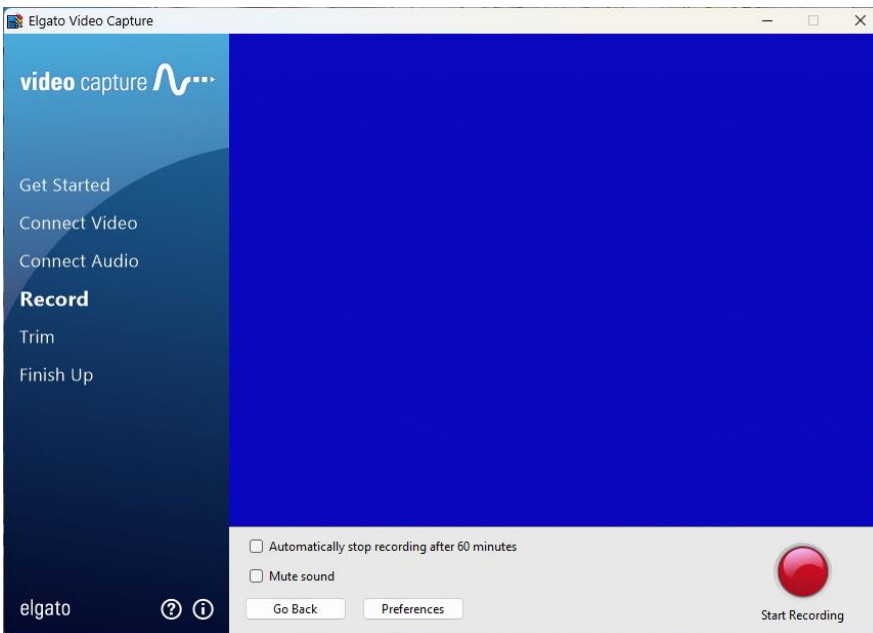In the original Elgato window, click **Continue**.

III.II. Connect Video

Select the **Video Input** and **Aspect Ratio**.

Most tapes are **4:3**.

Your tape should play in the preview box.

Click **Continue**.

III.III. Connect Audio

Before continuing, check that:
- o Your headphones are plugged in to the computer
- o The computer system sound is on and the volume is at an audible level
    - o To check, click the volume symbol 🔊 on the bottom right of the Task Bar

If you do not hear sound from Elgato, please double-check that the red and white RCA cables are securely plugged in at both ends.

If you hear sound and the bars are green, click **Continue**.

IV. Record

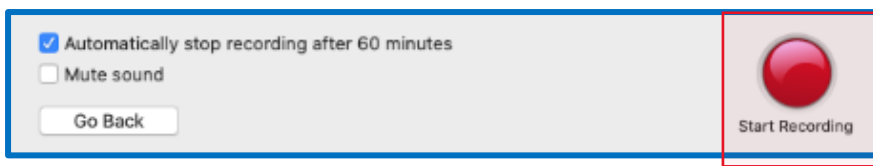|	
	If you would like Elgato to **stop recording** after your estimated video length, check the box next to **Automatically stop recording after X minutes**. You are also able to click **Stop Recording** at any time. If you would like to record the audio of your movie, make the **Mute sound** box is **not** checked.
	Rewind your tape to the beginning. Hit **Pause** once you have rewound the tape to the begininning (or wherever you would like to start your recording).

Click the red **Start Recording** button in the Elgato application.

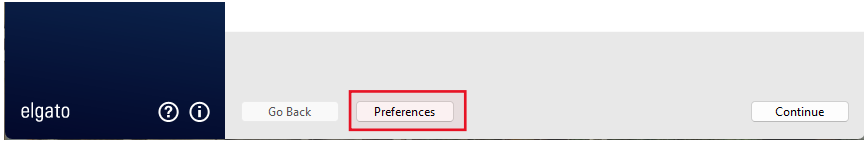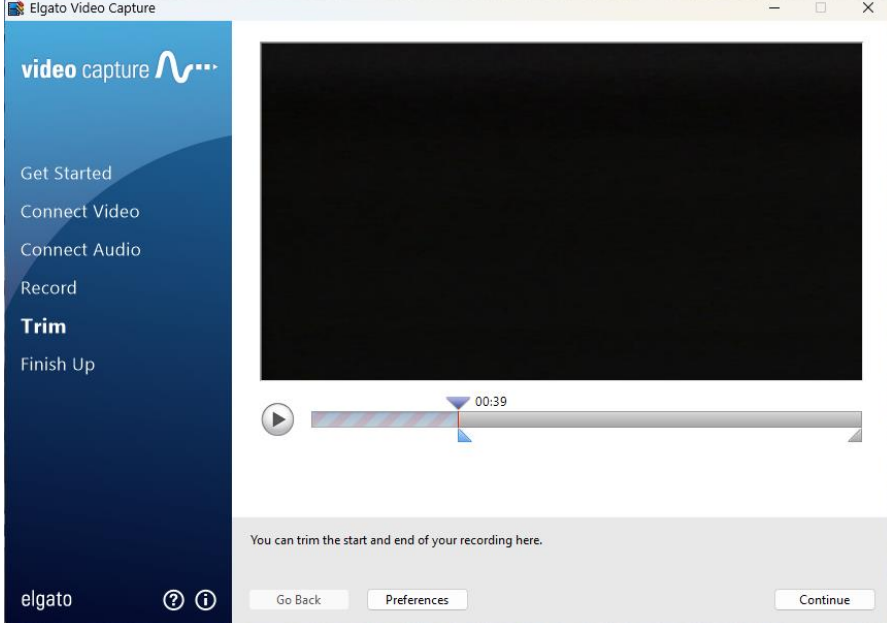Press **Play** on the camcorder. Your video will start recording.

You will need to wait for the duration of your video while it is recorded.

Once you would like to stop the recording, you can click the red **Stop Recording** button.

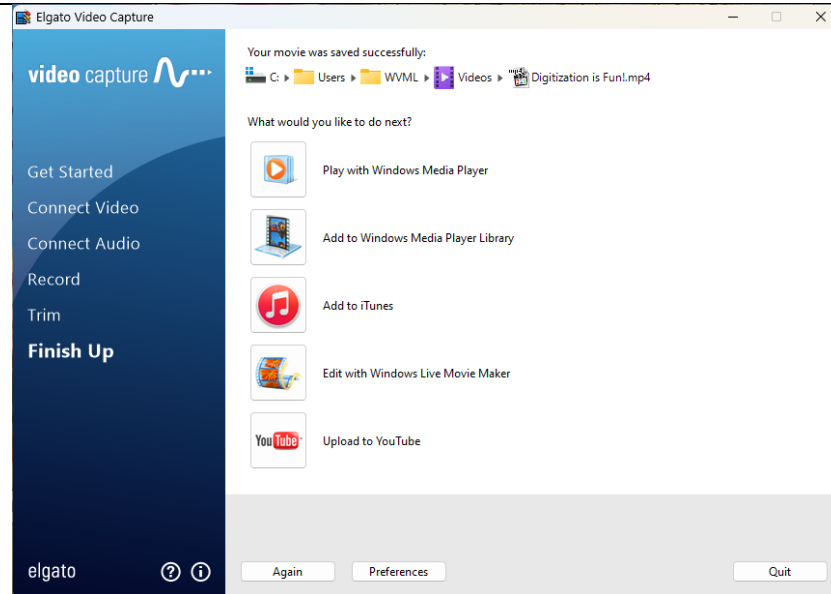If you had checked the box to automatically stop the recording, it will stop on its own.

V. Trim

This is an optional step. If you do not wish to trim your recording, you may click **Continue**.

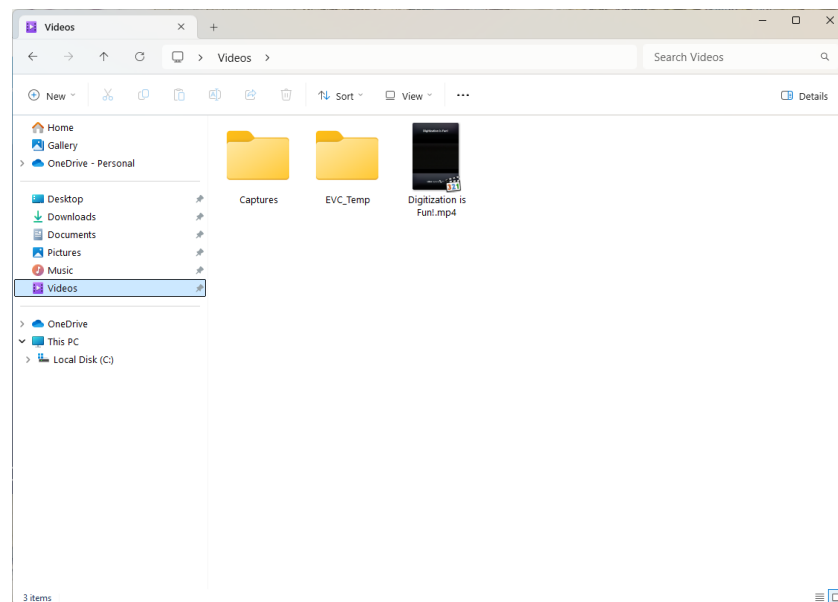|	
	If you would like to change your Audio, Video, and File Destination settings, you may click **Preferences** (see section **III.I. Get Started** above).
	Click, hold, and drag the triangular blue flags beneath the video bar to adjust the Start and Finish of your movie. The striped part of the bar will be **removed (trimmed)**. The grey part of the bar will be **kept**.
When you are finished trimming, click **Continue**.	

VI. Finish Up

Your movie will automatically save in the file location you chose in **Preferences**. By default, this is the **Videos** folder on the PC.

Elgato will give you a few default options for what to do with your digitized movie.

If you would like to create a new recording, click **Again** and the application will restart from the beginning.

If you are finished recording, click **Quit**.

You will find your final scans in **File Explorer** 📁 in the folder you chose in **Preferences**.

If you did not choose a folder, it will be in **Videos**.

Copy it to your USB storage device or save it to a cloud storage service.