Chapter 3

Shooting

Basic Shooting

This section explains the general flow of shooting operation and provides basic shooting instructions.

Operation Flow

To record an image, follow the steps below.

Turn on the Camera

⬇ Turn the camera on. → P.24

Select a Recording Mode

⬇ Choose from four recording modes (📷· 🎤 · 🗐 · 📹). For basic shooting, select 📷 (Still Picture) mode. → P.41

Select the Storage Memory

⬇ Choose the recording destination from card (CARD) or internal memory (IN). → P.42

Select a Folder

⬇ Choose a folder in the storage memory in which to store the image files. → P.43

Select the Image Quality Mode

⬇ Choose from seven image quality modes (2048/F N E · 1024/ F N · 640/N). → P.44

Check the Position of the Subject

⬇ Check the position of the subject in the viewfinder or on the LCD monitor. → P.45

Set the Size of the Subject

⬇ Use the zoom lever to decide the size of the subject. → P.46

Shoot

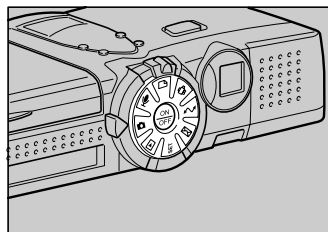Press the shutter release button. → P.47

Selecting a Recording Mode

The camera offers four recording modes ($\bigcirc \cdot \, \underline{\Psi} \cdot \, \boxed{\underline{\exists}} \cdot \, \boxed{\underline{\boxplus}}$). Select the mode best suited to your photographic needs.
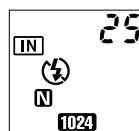In this section, $\bigcirc$ (Still Picture) mode is used.

❶ Set the mode dial to [$\bigcirc$].

See • P.25 "How to Use the Mode Dial"

The recording data will be displayed on the LCD panel or LCD monitor.

● Switching the LCD Monitor Display
You can change the display on the LCD monitor by pressing the DISPLAY button. The display changes in the following sequence each time the DISPLAY button is pressed: Information display → Simple display → Grid display → No display.

See • "LCD Monitor Display (Recording Mode)" (See below)

Tips

LCD Monitor Display (Recording Mode)
Press the DISPLAY button to display recording information such as the recording mode, image quality mode, and picture count. Each time you press the DISPLAY button, the display will switch in the following order:

● In Still Picture mode

Information display　　**Simple display**

　→　

No display　　**Grid display**

　←　

Use the grid as a guide to compose the sbject.

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Selecting the Storage Memory

Select the storage memory in which to record the image files.

LCD Panel	LCD Monitor	Recording Destination
CARD	CF	Records images on the CF card or the Microdrive
IN	IN	Records images in the internal memory

* CF is displayed in the LCD panel even when the Microdrive has been inserted in the card slot.

❶ Press the CARD/IN button to select the storage memory (card or internal memory).

The storage memory changes each time the button is pressed.
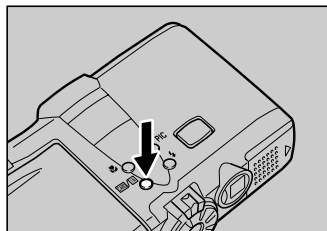
The selected storage memory will be displayed.

⟨Note⟩ • You can set the storage memory to be automatically selected when the power is turned on. → P.108 "Keep Settings"

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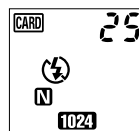
Selecting a Folder

Select a folder in the storage memory in which to store the image files.

❶ **Press the FOLDER button.**

❷ **Choose the folder in which you wish to save the files and then press the ENTER button.**

```
FOLDER LIST
 100RICOH
 101RICOH


      CANCEL              
      CANCEL   FUNCTION   ENTER
```

The selected folder will be displayed on the LCD monitor.

```
IN        🚫    □        25
IN 1024             100RICOH




               2001/06/16 16:09
```

⟨Note⟩ • You can add new folders and delete unnecessary folders. → P.106 "Adding or Deleting a Folder"
• Up to 9999 images can be stored in a folder.

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Selecting an Image Quality Mode

The camera offers the following image quality modes. Select the mode best suited to your photographic needs.

LCD Panel	LCD Monitor
2048 F N E NC	2048 F, 2048 N, 2048 E, 2048 NC
1024 F N	1024 F, 1024 N
640 N	640 N

* The recordable picture count varies as you switch the image quality mode.
* The factory default setting is 1024 N.
* NC (Non-Compressed) mode enables you to record data without compressing it.
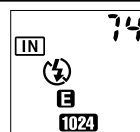
❶ Press the PIC button and select an image quality mode.
The image quality mode changes each time the button is pressed.
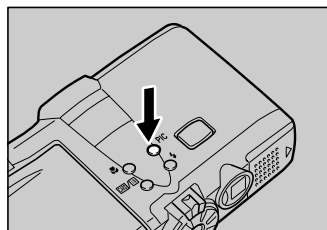
The selected image quality mode will be displayed.
The image quality mode setting will be saved even when the power is turned off.

● **Data Guide**

No. of pixels \ Compression rate	**F Fine**	**N Normal**	**E Economy**	**NC Non-compressed**
2048 2048 × 1536	Approx. 1.18 MB/Image	Approx. 597 KB/Image	Approx. 302 KB/Image	Approx. 6.33 MB/Image
1024 1024 × 768	Approx. 400 KB/Image	Approx. 204 KB/Image	—	—
640 640 × 480	—	Approx. 84 KB/Image	—	—

⟨Note⟩ • Stil image sizes are 2048 × 1536 pixels, 1024 × 768 pixels and 640 × 480 pixels, and motion picture size is 320 x 240 pixels. Image sizes are indicated as 2048, 1024, 640 and 320 in this manual and on the product.
• For the recordable picture count, see "Recording Capacities" (P.134).

Checking the Position of the Subject

Check the position of your subject by looking through the viewfinder or at the LCD monitor.
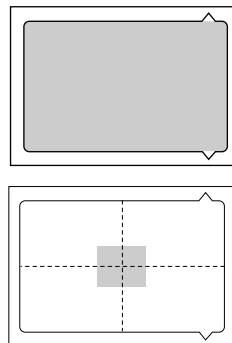
■ Viewing Through the Viewfinder

Aim the camera at the subject while looking through the viewfinder.

● Shooting Scope
Frame the subject within the viewfinder.

● Autofocus Field
Located in the center of the viewfinder and roughly corresponding to the area shown on the right, the autofocus field determines the focal distance.
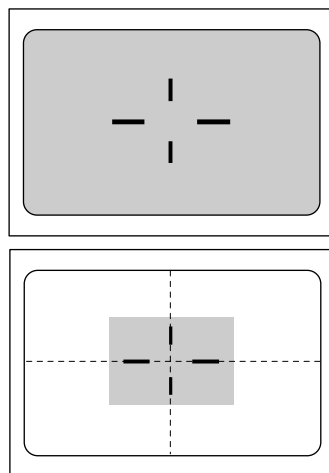
■ Viewing the LCD Monitor

Aim the camera at the subject while looking at the LCD monitor.

● Shooting Scope
Frame the subject within the LCD monitor screen.

● Autofocus Field
Located in the center of the viewfinder and roughly corresponding to the area shown on the right, the autofocus field determines the focal distance.

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Note • The shaded area and dotted lines are shown for illustration purposes only and do not actually appear in the viewfinder or on the LCD monitor.

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Setting the Size of the Subject (Zoom)

By pressing the zoom lever, you can vary the size of the subject without changing the distance between yourself and the subject (equivalent to 35 – 105 mm in 35 mm format).

❶ **Press the [♠] side or the [♦] side of the zoom lever.**
Pressing the [♠] side will make the subject larger (telephoto setting) and pressing the [♦] side will make the subject smaller (wide setting).

The zoom bar will be displayed on the LCD monitor.
Adjust the size of the subject to your liking.
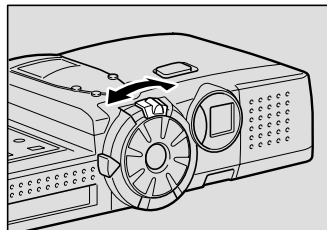
■ Digital Zoom Function

If you keep the [♠] side of the zoom lever pressed when the lens is at the maximum telephoto position or when macro mode (♥ symbol is displayed) is set, the digital zoom function is enabled and shots are enlarged 1.3 times, 1.6 times or 3.2 times.
To disable the digital zoom function, return the zoom lever to the [♦] side.

Maginification display

〈Note〉 • The digital zoom function can be used when the image quality mode is set on 640. It cannot be used in the following cases:
* when the recording mode is set on ♀ (Voice Memo), 🔲 (Text) or 🎬 (Motion Picture) mode
• When using the digital zoom function, decide the composition of the image on the LCD monitor before shooting.

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Shooting (Still Picture Mode)

This section explains how to shoot pictures in Still Picture mode. Hold the camera correctly to keep it steady.

❶ Aim the camera at your subject.

Note • Use macro mode to shoot subjects closer than about 24 cm. → P.63 "Close-up Shooting (Macro Mode)"


❷ Press the zoom lever and decide the size of your subject.

See • P.45 "Checking the Position of the Subject"
• P.46 "Setting the Size of the Subject (Zoom)"
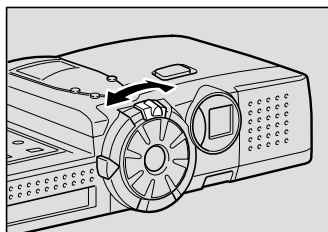
❸ Press the shutter release button lightly with your fingertip.

The shutter release button works in a two-step action. When you press it lightly (halfway), the autofocus function is enabled to focus on the subject automatically. Keep the camera as steady as possible to ensure correct focusing.
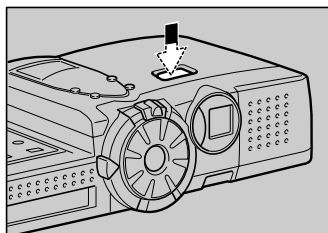
The AF LED (green) will light and the indicator $-$!$-$ on the LCD monitor will turn to green when the subject is in focus and the focus, exposure and white balance will be set.
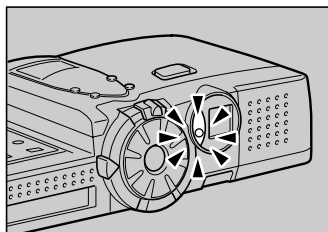
**Note** • The subject will be out of focus when the auto focus lamp flashes red and the indicator $-$!$-$ on the LCD monitor turns red. Use the focus lock function. → P.49 "Focus Lock Shooting"
• If the "SLOW SHUTTER" message appears, you are recommended to shoot with the flash enabled as camera shake tends to occur in this situation. → P.55 "Changing Flash Modes"

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● **Flash LED**

When the flash fires, the flash LED (red) lights when the shutter release button is pressed lightly.

Note • During charging, the flash LED will blink and the display on the LCD monitor will disappear. Photographs cannot be taken at this time.
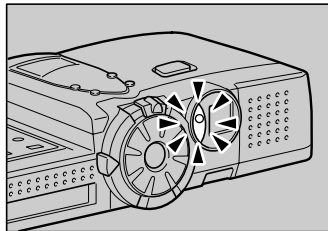
❹ **Press the shutter release button down fully without removing your finger.**

A beep will sound and the image will be displayed and recorded.

Note • Moving the camera before the beep sounds may result in a blurred image.
• You can take photographs with a voice memo. → P.54 "Shooting Still Pictures and Text with Voice Memo"
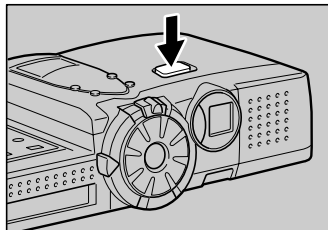
To Cancel Recording

When the shutter release button is fully pressed, a photograph is taken and the image is displayed on the LCD monitor. At this time, press the 🗑 button and when the confirmation message is displayed, press the shutter release button.

You can set the image display time to your liking. → P.109 "Changing the LCD Confirmation Time"
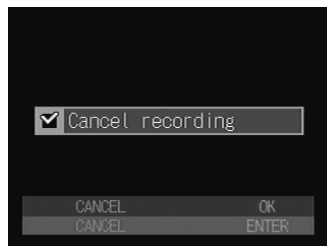
Important Note • During recording, do not open the battery cover, press the EJECT button to remove the card, or disconnect the AC adapter.
• During recording, the auto focus lamp and the flash lamp will flash. Do not turn the mode dial or turn the power off until the recording process is complete.
You can not switch the storage memory by pressing the CARD/IN button or display the MENU screen by pressing the MENU button while recording is in progress.

‹Note› • The camera will switch off automatically (auto power off) if it is left idle (no buttons or switches operated) for a fixed time. When you require more time to compose a shot, disable the auto power off feature. → P.110 "Auto Power Off Setting"
   • Have a spare battery or an AC adapter (optional) handy before using the camera for an extended period of time.

■ When Focusing is Difficult

You may experience difficulty focusing on the following subjects:
- Objects with little or no contrast (such as the sky, white walls, and car hoods)
- Flat two-dimensional objects with only horizontal lines and no significant protrusions or indentations
- Fast-moving targets
- Low-brightness objects (in dark places)
- Strongly backlit objects and objects struck by strong reflected light
- Flickering objects (such as fluorescent lights)

When shooting subjects like these, focus on another subject that is located at about the same distance and then aim at the target with that focus setting.

‹See› • "Focus Lock Shooting" (See below), P.64 "Shooting by Switching the Focus"

‹Tips› **Focus Lock Shooting**

Usually, the auto focus function focuses the camera on the subject that appears in the autofocus field on the LCD monitor or in the viewfinder. If the subject is located outside the autofocus field, it may appear blurred in the resulting shot. Use the focus lock to ensure accurate focusing on the subject.

1. **Bring the subject on which you wish to focus into the autofocus field.**
2. **Press the shutter release button halfway and hold the button pressed when the auto focus lamp lights green and the indicator ⁻¦⁻ on the LCD monitor turns green.**
   Focusing, exposure and white balance will be locked.
3. **Decide the composition of the shot by moving the camera with the shutter release button held, and then press the shutter release button down fully.**

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Special Shooting Functions

This section explains the various shooting functions that are available. The functions that can be used vary depending on the recording mode. Refer to the table below.

| Recording mode Shooting function		📷 Still Picture	🎤 Voice Memo	🗐 Text	🎥 Motion Picture
Folder	P.43	○	○	○	○
Continuous Shooting	P.52	○	✕	✕	✕
Self-Timer	P.62	○	✕	✕	✕
Shooting with Voice Memo	P.54	○	✕	○	✕
Focus Mode	P.64	○	✕	○	○
Redeye Reduction	P.66	○	✕	✕	✕
Flash Strength	P.57	○	✕	○	✕
Date Imprint	P.67	○	✕	○	✕
Split-screen Shooting	P.68	○	✕	✕	✕
Sharpness Mode	P.71	○	✕	✕	✕
Monochrome Mode	P.72	○	✕	✕	○
Interval Mode	P.73	○	✕	○	✕
Auto Bracket	P.74	○	✕	✕	✕
ISO Sensitivity	P.75	○	✕	○	✕
Exposure Metering System	P.76	○	✕	✕	✕
Time Exposure Mode	P.77	○	✕	✕	✕
Signature Imprint	P.78	○	✕	✕	✕

Recording Text (Text Mode)

This function enables you to record text. The text will be recorded under optimum conditions in two values, black and white. (The data can be recorded in less than one-third of the usual volume.) To produce a sharp, clear image, you can set the black/white contrast in five stages (◑ –2, ◑ –1, 0 (no display), ◑ +1, ◑ +2).

❶ Set the mode dial to [🗐].

❷ Adjust the contrast using the ◀ • ▶ buttons.

A minus setting will produce a lighter image, and a plus setting will produce a darker image.

⟨Note⟩ • When shooting with a PC, adjust the contrast using "BRIGHTNESS".

• 2048 and 1024 can be selected in Text mode.
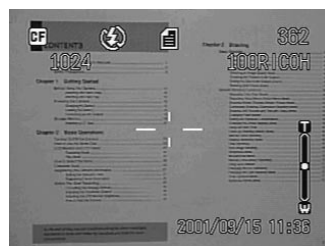
❸ **Press the shutter release button to record the image.**

The image will be displayed and recorded.

Note • While the image is displayed on the LCD monitor, recording can be canceled by pressing the 🗑 button. → P.47 "Shooting (Still Picture Mode)"
• Images can be recorded with voice memo. → P.54 "Shooting Still Pictures and Text with Voice Memo"

Recording Voice Memo (Voice Memo Mode)

This mode enables you to record a voice memo. The recordable time is displayed according to the available capacity in the recording destination.

Important Note • The microphone is located at the front of the camera. Aim the camera so that you can record a voice memo for the best result.
• Please keep the camera at least 30 cm (11.8") away from mobile phones to prevent interference.
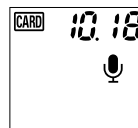
❶ **Set the mode dial to [🎤].**

The recordable time will be displayed on the LCD monitor and on the LCD panel.

❷ **Press the shutter release button to record.**

Recording will start. The 🎤 symbol flashes during recording and recording time is displayed.

To stop recording, press the shutter release button again.

Recording time ————

Note • Up to 999 minutes and 5 seconds of voice memo can be recorded. (display: 999:59)
• If the recording/recordable time exceeds 100 minutes, the first digit of the seconds will not be displayed on the LCD monitor or LCD panel.
• You can record still pictures by pressing the PIC button during voice memo recording. The recording conditions (storage memory, zooming, image quality and flash mode) will be adapted with the settings you have made before recoding the image. Recording of a voice memo will be paused during recording of a still picture, and recording of a voice memo will be resumed after recording of the still picture is complete.

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Shooting Motion Pictures (Motion Picture Mode)

This mode enables you to shoot motion pictures. The recordable time is indicated according to the available capacity in the recording destination. Sound is incorporated in the recording.

> **Important Note**
> • The microphone is located at the front of the camera.
> • Please keep the camera at least 30 cm (11.8") away from mobile phones to prevent interference.

❶ Set the mode dial to [🎥].
The recordable time will be displayed on the LCD monitor or LCD panel.

❷ Press the shutter release button to take the motion picture.
Recording will start.
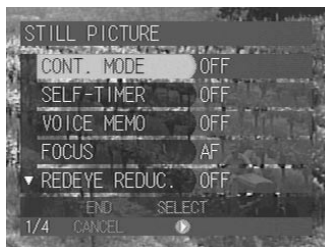To stop recording, press the shutter release button again.

Recordable time

> **Note**
> • The zoom does not function during recording of motion pictures.
> • The flash does not fire in Motion Picture mode.
> • The focus, exposure and white balance adjustment level are locked in the status in effect when the shutter release button was pressed halfway.
> • Maximum recording time is 10 minutes per file.

Continuous Shooting (Continuous Shooting Mode)

Shots are taken continuously while the shutter release button is pressed. This function enables you to capture all those special moments.
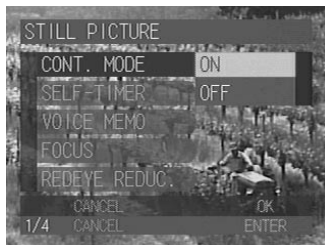
❶ Set the mode dial to [📷] and press the MENU button.

❷ Select [CONT. MODE] and press the ▶ button.

❸ Select [ON] and then press the ENTER button.

> **Note** • To cancel continuous shooting, select [OFF].

❹ Press the CANCEL button to exit the menu display.

❺ Press the shutter release button to record the images.
Shots are taken continuously while the shutter release button is pressed.
Continuous shooting stops when you release the shutter release button.

> **Note** • The flash does not fire in continuous shooting mode.
> • The non-compressed mode can not be selected in continuous shooting mode.
> • The focus, exposure and white balance adjustment level are locked in the status in effect when the shutter release button was pressed.
> • Shooting in continuous shooting mode is not possible if the file has reached number RIMG9999. Change the folder for the recording destination to resume shooting.

● **Maximum no. of pictures in continuous shooting mode**
The maximum number of pictures that can be taken continuously varies according to the image quality mode.

No. of pixels / Compression rate	**🅵 Fine**	**🅽 Normal**	**🅴 Economy**
2048 2048 × 1536	Approx. 5	Approx. 12	Approx. 24
1024 1024 × 768	Approx. 17	Approx. 36	—
640 640 × 480	—	Approx. 89	—

* The maximum number of pictures that can be taken continuously at one time is shown above and varies depending on the available space in the storage memory.

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Shooting Still Pictures and Text with Voice Memo (Recording with Voice Memo)

You can record approximately 10 seconds of voice memo with a still picture or text image. Use this function to add your own comments or explanation.

> **Important Note**
> • The microphone is located at the front of the camera. Aim the camera so that you can record a voice memo for the best result.
> • Please keep the camera at least 30 cm (11.8") away from mobile phones to prevent interference.

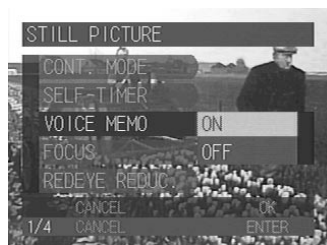❶ **Set the mode dial to [🔲] or [🗐] and press the MENU button.**

❷ **Select [VOICE MEMO] and press the ▶ button.**
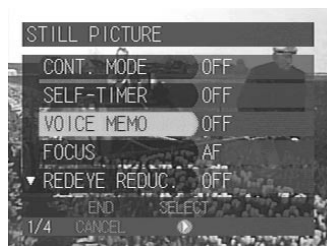
❸ **Select [ON] and then press the ENTER button.**

> **Note** • To cancel shooting with voice memo, select [OFF].

❹ **Press the CANCEL button to exit the menu display.**

❺ **Press the shutter release button to take the picture.**
About 10 seconds of voice memo can be recorded after the image has been displayed. The ♫ will flash during voice memo recording.

> **Note** • The focus, exposure and white balance adjustment level are locked in the status in effect when the shutter release button was pressed halfway.
> • Voice memo recording will start when recording image is complete. The flashing ♫ will indicate that recording has started.

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Changing Flash Modes

There are four flash modes available with this camera. Switch the flash mode to meet your photographic needs.

Display	Mode	Explanation
⑤	Flash Off	The flash will not fire, even in dark places. Use this mode in places where flash photography is prohibited and in bright indoor settings.
⚡ᴬ	Auto	The flash will fire automatically in dark places and where there is backlighting.
⚡ (lit)	Forced Flash	Backlighting and strong light can produce dark shadows on the faces of the subjects. Use this mode in such situations. The flash will always fire, regardless of the brightness.
⚡ (blinking)	Slow Synchro	The flash can be fired to illuminate the subject while a slow shutter speed correctly exposes the background. By firing the flash, it is possible to avoid the background alone being darkened. Use this mode at indoor parties, etc., to clearly photograph the subjects while making the most of the background atmosphere.

* The factory default setting is ⑤ (Flash Off) mode.

Effective Range of the Flash

When you shoot with the flash activated, the flash has an effective range of about 0.6 – 2.5 m (2 – 8.2 feet). The subject will appear dark in the picture if the light from the flash fails to reach it.

❶ **Set the mode dial to [◻] or [🎬]**

❷ **Press the ⚡ button and select the flash mode (⑤, ⚡ᴬ, ⚡ lit, ⚡ blinking).**
The flash mode will change each time the button is pressed.

The selected flash mode will be displayed. In Auto mode, the ⚡ᴬ symbol will be displayed on the LCD monitor only and not on the LCD panel.

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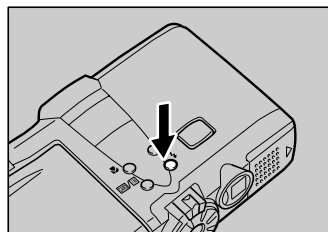
❸ **Press the shutter release button to
take the picture.**

When the flash fires, the flash LED (red) will
light when the shutter release button is
pressed halfway.

When the flash is being recharged, the flash
LED blinks and the display disappears from
the LCD monitor. Photographs cannot be
taken at this time.
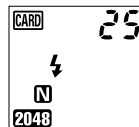
> **Important Note**
> • When you shoot a subject located closer than about 0.6 m (2 feet) with
> the flash activated, the light from the flash may appear reddish in
> some cases. The subject may also appear white in the resultant shot
> due to overexposure. To avoid this problem, switch to Flash Off mode.
> • The shutter speed slows automatically when you shoot in dark places.
> To prevent camera shake, hold the camera steady or mount it on a
> tripod. Take care to avoid camera shake particularly at telephoto ([▲])
> settings.

> **Note**
> • The flash will not fire in the following cases:
> when the shooting mode is set on 🎤 (Voice Memo), 🖵 (Continuous
> Shooting) or 🎞 (Motion Picture) mode
> when the white balance is set on 🌄 (daylight), ☁ (overcast), 💡
> (tungsten light) or 🔆 (fluorescent light) mode
> when using macro mode (🌷)
> when using auto bracket
> • Enable the keep settings mode to save the flash mode setting. →
> P.108 "Keep Settings"
> • If the subject appears dark on the LCD monitor when taking
> photographs with the flash activated, set the zoom lever to the wide
> position. Focusing may be difficult in the telephoto position.
> • Use of the redeye reduction mode will lessen the redeye phenomenon.
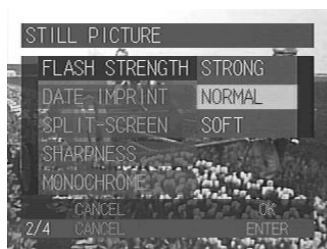> → P.66 "Shooting in Redeye Reduction Mode"

■ Adjusting the Flash Strength

You can adjust the strength of the flash when it fires ($\frac{1}{2}$A , $\frac{1}{2}$ lit, $\frac{1}{2}$ blinking).

❶ Set the mode dial to [◖] or [◿] and press the MENU button.

❷ Select [FLASH STRENGTH] and press the ▶ button.
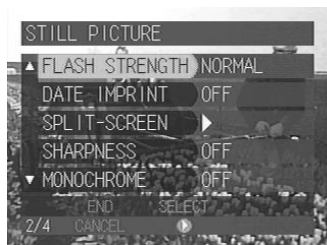
❸ Choose the desired strength (STRONG, NORMAL or SOFT) and then press the ENTER button.

❹ Press the CANCEL button to exit the menu display.

If you select [STRONG], a plus symbol [+] will be displayed on the LCD monitor, and if you select [SOFT], a minus symbol [–] will be displayed. There is no display for [NORMAL].

❺ Press the shutter release button to record the image.

⟨Note⟩ • Enable the keep settings mode to save the flash strength setting. → P.108 "Keep Settings"

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Setting the Exposure Compensation

As long as the subject is centered in the shooting range, you can take the picture normally as the camera will automatically adjust the exposure compensation for backlighting. If there is a significant difference in brightness between the background and subject, however, the subject tends to be underexposed (dark) or overexposed (white). Exposure compensation is useful in this situation. You can also use exposure compensation to produce intentionally under- or over-exposed images.

● **Exposure Compensation Range**

± 2.0 EV (in 0.25 EV steps)

● **Shooting Against the Light**

The bright background will make the subject appear underexposed. Set the exposure compensation level to a positive value to adjust the exposure.

> (Important Note) • If the subject is not centered in the shooting range when taking a picture against the light, the camera will not assume that the subject is in a backlit state. Exposure compensation is required in this situation.

● **Shooting a White Image**

If you shoot an image that appears generally white, the shot will be underexposed as a whole, with people appearing dark and white objects appearing gray. Set the exposure compensation level to a positive (+) value to adjust the exposure.

● **Shooting a Black Image**

If you shoot an image that appears generally black, the shot will be overexposed as a whole, with people appearing white and black objects appearing gray. Set the exposure compensation level to a negative (–) value to adjust the exposure. Follow the same procedure when shooting a person under a spotlight, for example.

❶ **Set the mode dial to one of the following: [⬛ or 🎬] and press the ☒ button.**
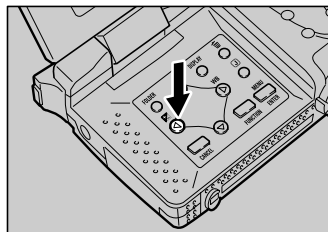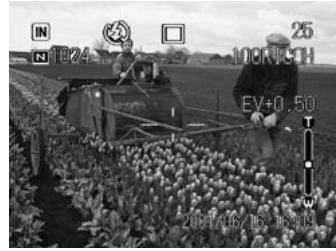

❷ **Press the ⬆ or ⬇ buttons to change the compensation level and press the ENTER button.**

Press the ⬆ button to increase the level and press the ⬇ button to reduce the level.
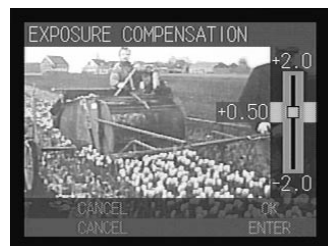
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❸ Press the shutter release button to take the picture.

<Note> • Enable the keep settings mode to save the exposure compensation setting. → P.108 "Keep Settings"
  • Three frames in succession can be taken, one each at –0.5 EV, 0 and +0.5 EV, based on the preset exposure compensation value. This function is convenient for checking the exposure compensation value setting. → P.74 "Shooting in Auto Bracket Mode"

Changing the White Balance Mode

The white balance mode adjusts the white balance so that you can capture your subject in its natural colors regardless of the light source. The auto mode will suffice in most situations.
The auto mode automatically adjusts the white balance based on the white areas, ensuring that white is reproduced as white regardless of the light source. Consequently, a subject that lacks in white tones as a whole or that is dominated by dark tones may not achieve an appropriate white balance. Change the white balance mode to shoot such subjects.

| Display	Mode	Explanation
AUTO	Auto	Automatically adjusts the white balance
🔆	Daylight	Use to shoot subjects outdoors where the appropriate white balance is difficult to achieve.
☁	Overcast	Use to shoot subjects outdoors under cloudy skies where the appropriate white balance is difficult to achieve.
💡	Tungsten light	Use to shoot subjects under tungsten light where the appropriate white balance is difficult to achieve.
🔳	Fluorescent light	Use to shoot subjects under fluorescent light where the appropriate white balance is difficult to achieve.
Ⓜ	Manual white balance	You can set the white balance as desired

* The factory default setting is AUTO mode.

Subjects Difficult to Correct in Auto Mode

• Monochrome subjects
• Objects lit by multiple light sources

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■ **Selecting Auto (AUTO), Daylight (▨), Overcast (▱),**
   Tungsten Light (▨) or Fluorescent Light (▤).

❶ **Set the mode dial to [▣] or [▯] and press the WB button.**
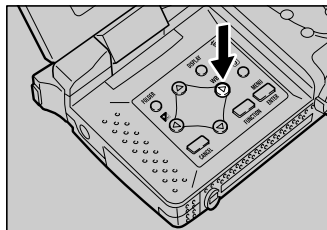
❷ **Choose the white balance (AUTO, ▨, ▱, ▨ or ▤) and then press the ENTER button.**

WHITE BALANCE SETTING

AUTO

CANCEL   OK
CANCEL   ENTER

❸ **Press the shutter release button to record the image.**

Note • In AUTO mode, subjects lacking in white tones may not achieve an appropriate white balance. When shooting such subjects, add a white object to the composition.
• The flash will not fire when the white balance is set on ▨ (daylight), ▱ (overcast), ▨ (tungsten light) or ▤ (fluorescent light) mode.
• Enable the keep settings mode to save the white balance mode setting. → P.108 "Keep Settings"

Important Note • Even with the same subject, colors may vary due to the weather conditions and light source (tungsten light or fluorescent light).

■ Selecting Manual White Balance (Ⓜ)

❶ Set the mode dial to [📷] or [📹] and then press the WB button.
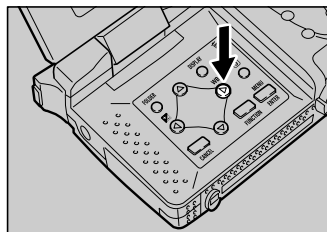
❷ Select Manual White Balance (Ⓜ) and press the ENTER button.

WHITE BALANCE SETTING

AUTO

CANCEL   OK
CANCEL   ENTER

❸ When you have achieved the optimum white balance setting, press the ENTER button.

Press the ▲·▼·◀·▶ buttons to make fine adjustment of the white balance, and press the ENTER button. Adjusting is available until "◀, ▶, ▲, ▼" on the screen disappears.

MANUAL WHITE BALANCE

AUTO

◀R▶   ▲B▼
CANCEL   OK
CANCEL   ENTER

❹ Press the shutter release button to record the image.

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〈Note〉 • Enable the keep settings mode to save the white balance mode setting. → P.108 "Keep Settings"

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Using the Self-Timer (Self-timer)

The self-timer offers a convenient way to take group pictures with the photographer included. Mount the camera on a tripod or a flat, firm surface to shoot pictures with the self-timer.

❶ **Set the mode dial to [📷] and press the MENU button.**

❷ **Select [SELF-TIMER] and then press the ▶ button.**
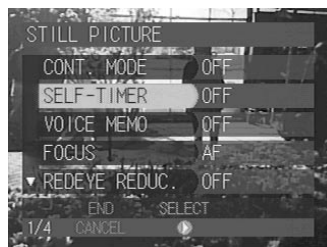
❸ **Select [ON] and then press the ENTER button.**

❹ **Press the CANCEL button to exit the menu display.**

The ⏱ symbol will be displayed on both the LCD monitor and the LCD panel.

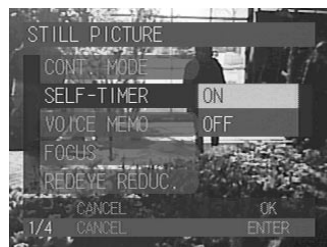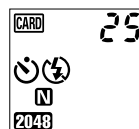**❺ Decide the composition of the picture, position the camera securely, and press the shutter release button.**

The self-timer LED will light and the self-timer will start. The shutter will be released after about 10 seconds. The self-timer LED will start blinking about 2 seconds before the shutter is released and the beep sound will be heard.
The self-timer mode is canceled automatically when the shutter is released.
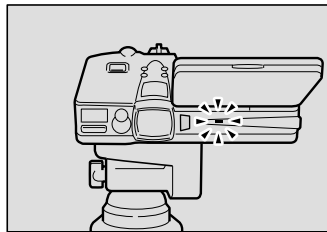
Note • If the flash is charging, the self-timer will start when charging is completed.
• The focus is locked when the shutter release button is pressed.

Tips **Remote Control**

To operate the camera from a remote position or when the camera is fixed in one spot, use the optional remote control unit.

Close-up Shooting (Macro Mode)

Macro mode allows you to take a close-up picture of a subject. Use this mode when the distance to the subject is less than about 24 cm.

❶ Set the mode dial to one of the following: [, or] and press the button.

Note • Continuous shooting can be used in macro mode. → P.52 "Continuous Shooting (Continuous Shooting Mode)"
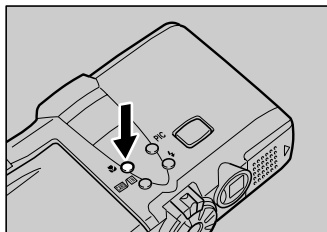
The symbol will be displayed on the LCD monitor.

Note • To cancel the macro mode, press the button again.

❷ Decide the composition of the picture and press the shutter release button halfway to set the focus.

❸ Press the shutter release button to take the picture.

> **Important Note**
> • The focusing range is so small in macro mode that the focus can be lost if the camera is moved. Make sure the camera is firmly positioned by mounting it on a tripod, for example, to keep it steady when shooting.
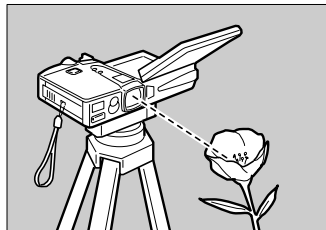> • Since the field of view through the viewfinder and the shooting range are shifted by a wide margin, take pictures by confirming the shooting range on the LCD monitor or with the camera connected to a TV monitor.

> **Tips** **Shutter Release Button**
>
> The optional remote control unit is useful when the camera is mounted on a tripod or similar device and the shutter release button is difficult to press.

Note • The flash does not fire in macro mode.

Shooting by Switching the Focus (Focus)

This camera can record with four focus settings.

Indication	Mode	Description
(No display)	Auto Focus	The camera focuses automatically on the subject.
MF	Manual Focus	You can set the focus manually.
S	Snap	You can focus on subjects at a distance of approx. 2.5m.
∞	Infinity	You can focus on distant subjects such as landscapes.

■ Setting Auto Focus (AF), SNAP (S) or Infinity (∞)

❶ Set the mode dial to one of the following: [🔲, 📷 or 🎬] and press the MENU button.

2 Select [FOCUS] and press the ⏵ button.
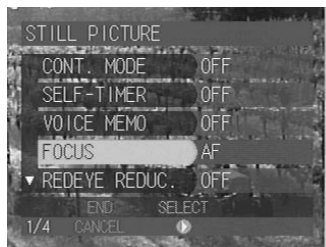
3 Select the focus mode (AF, SNAP or ∞) and then press the ENTER button.

4 Press the CANCEL button to exit the menu display.

The selected mode will be displayed on the LCD monitor. If you select [AF], there is no display.

5 Press the shutter release button to record the image.

■ Setting Manual Focus (MF)

1 Set the mode dial to one of the following: [📷, 🔲 or 🎬] and press the MENU button.

2 Select [FOCUS] and press the ⏵ button.
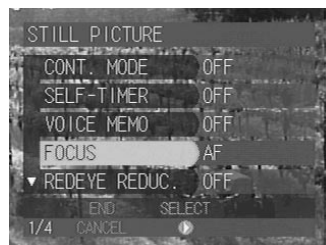
❸ **Select Manual Focus (MF) and then press the ENTER button.**

❹ **Press the CANCEL button to exit the menu display.**

MF will be displayed on the LCD monitor.
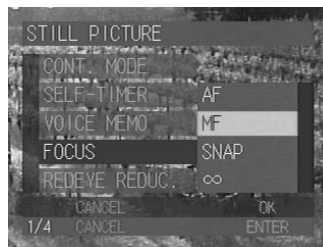
❺ **Press the ⊙·⊙ buttons to adjust the focus and press the shutter release button to record the image.**

To change the size of the subject, press the zoom lever.

You can enlarge the center of the subject to facilitate focus adjustment by pressing the FUNCTION button.

⟨Note⟩ • By pressing the PIC button when you press the shutter release button halfway, you can select the manual focus mode.
• Enable the keep settings mode to save the focus mode setting →
P.108 "Keep Settings"

Shooting in Redeye Reduction Mode (Redeye Reduc.)

If you shoot a subject in a dark place with the flash activated, the eyes of the subject may appear red in the resultant picture. In redeye reduction mode, the flash will fire several times before the shutter releases to lessen the redeye phenomenon.

❶ **Set the mode dial to [▢] and press the MENU button.**

❷ **Select [REDEYE REDUC.] and press the ▷ button.**
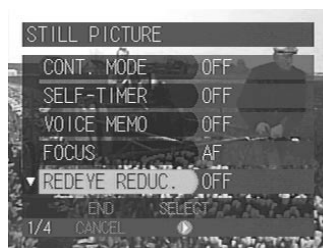
❸ Select [ON] and then press the ENTER button.

Note • To cancel the redeye reduction mode, select [OFF].

❹ Press the CANCEL button to exit the menu display.

The ◉ symbol will be displayed on the LCD panel and LCD monitor.

❺ Press the shutter release button to take the picture.

When you press the shutter release button, the flash will fire several times in succession preliminarily before firing last when the shutter releases.

Important Note • The shutter takes about 1 second to release after you press the shutter release button. Hold the camera steady meanwhile to shoot.

Note • Redeye reduction mode cannot be used when the flash mode is set on ⚡ (Flash Off).

3
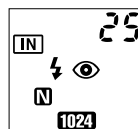
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Shooting with the Date (Date Imprint)

Use this function to record images imprinted with the date.

Note • Set the correct date and time in the Setup mode. The date is displayed in the format selected with the DATE SETTING option in the Setup menu. → P.31 "Setting the Date and Time"

❶ Set the mode dial to [📷] or [🎬] and press the MENU button.

❷ Select [DATE IMPRINT] and press the ▶ button.

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❸ **Choose the date format (DATE or DATE + TIME) and then press the ENTER button.**

The format for the date and time (e.g. 2001/09/15/10:15) is displayed as shown below.

• [DATE] .... 2001/09/15 (yyyy/mm/dd)
• [DATE + TIME] 2001/09/15 10:15
　　　　　　　　　　　　(yyyy/mm/dd/hh:mm)

〈Note〉 • To cancel the date imprint mode, select [OFF].

❹ **Press the CANCEL button to exit the menu display.**

When the date imprint mode is set, the date on the LCD monitor appears in amber.

❺ **Press the shutter release button to record the image.**

〈Note〉 • Enable the keep settings mode to save the date imprint mode setting.
→ P.108 "Keep Settings"

Shooting by Splitting the Screen (Split-Screen)

This mode enables you to divide the shooting area on the screen in half, either from top to bottom or left to right.

Mode	Description
New Shot	The image is recorded in two steps by dividing the screen in two. You can record only one half if desired.
Additional Shot	You can recall the recorded half and add the other half. This image is saved as a separate file.

〈Note〉 • Use the LCD monitor when taking split shots.
• Split shots cannot be taken in the following situations:
  * when the Camera mode is set on ◉ (Voice Memo), 冒 (Text) or 🎞 (Motion Picture)
  * when non-compressed mode (NC) is set
  * in continuous shooting mode or when shooting with voice memo
• When taking split shots in this mode, you cannot set the digital zoom, auto bracket mode, manual focus, white balance, or exposure compensation.

❶ **Set the mode dial to [🗖] and press the MENU button.**

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2 Select [SPLIT-SCREEN] and press the ▶ button.

3 Select the items to be set and press the ENTER button.

Operation varies depending on the items set.

• "New Shot Mode" → See below
• "Additional Shot Mode" → P.70
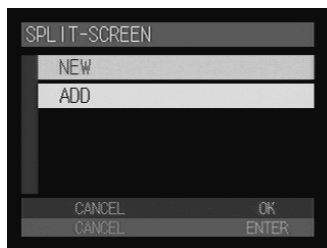
■ Shooting in New Shot Mode

1 Select [NEW] on the Split-screen menu and press the ENTER button.

2 Press the ◀ · ▶ buttons to select the desired shooting pattern and press the ENTER button.
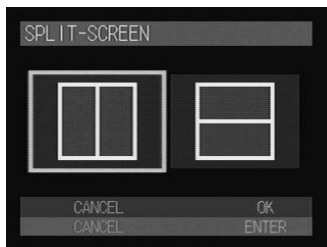
3 Press the ▲ · ▼ or ◀ · ▶ buttons to select the shooting position.

4 Press the shutter release button to record the image.

Take the second shooting in succession.

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■ **Additional Shot Mode**

❶ Select [ADD] from the menu and press the ENTER button.
The recorded images will be displayed as a six-image display.

❷ Select the additional image and press the ENTER button.
The framed image is the selected image.

⟨Note⟩ • Light-blue images on the six-image display cannot be used as additional images.
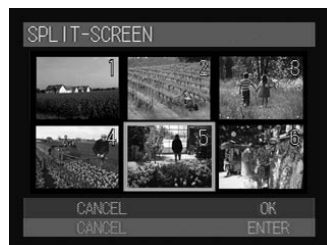
❸ Press the ◀ · ▶ buttons to select the desired shooting pattern and then press the ENTER button.
The selected image will be displayed in one section of the divided screen.
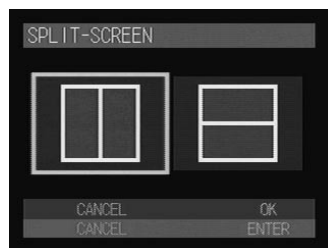
❹ Press the ▲ · ▼ or ◀ · ▶ buttons to select the shooting position.

❺ Press the shutter release button to record the additional image.

⟨Note⟩ • You cannot take additional shots of images recorded in Text mode or non-compressed (NC) mode.

Shooting in Sharpness Mode (Sharpness)

This mode enables you to adjust the sharpness of the contours of the subject in three stages (–1, 0 and +1).

❶ **Set the mode dial to [⬛] and press the MENU button.**

❷ **Select [SHARPNESS] and press the ▶ button.**

❸ **Choose the desired level (–1 or +1) and then press the ENTER button.**
If you select –1, the image will be recorded with soft contours. If you select +1, the image will be recorded with sharp contours.

⟨Note⟩ • To cancel the sharpness mode, select [OFF].

❹ **Press the CANCEL button to exit the menu display.**

❺ **Press the shutter release button to record the image.**

⟨Note⟩ • Enable the keep settings mode to save the sharpness mode setting.
→ P.108 "Keep Settings"

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Shooting in Monochrome Mode (Monochrome)

This mode enables you to shoot subjects in black and white or sepia images.

❶ **Set the mode dial to [◻] or [◻] and press the MENU button.**

❷ **Select [MONOCHROME] and then press the ▶ button.**

STILL PICTURE
▲ FLASH STRENGTH NORMAL
DATE IMPRINT OFF
SPLIT-SCREEN ▶
SHARPNESS OFF
▼ MONOCHROME OFF
END SELECT
2/4 CANCEL ▶

❸ **Select the monochrome mode (B&W or SEPIA) and then press the ENTER button.**

Select [B&W] to shoot in black and white images or [SEPIA] to shoot in sepia images.

STILL PICTURE
FLASH STRENGTH
DATE IMPRINT
SPLIT-SCREEN OFF
SHARPNESS B&W
MONOCHROME SEPIA
CANCEL OK
2/4 CANCEL ENTER

> **Note** • To cancel monochrome mode, select [OFF].

❹ **Press the CANCEL button to exit the menu display.**

❺ **Press the shutter release button to record the image.**

IN ⊘ ◻ 25
◻ 1024 100RICOH
B&W

2001/06/16 16:09

> **Note** • When you choose monochrome mode, the white balance mode does not function.
> • Enable the keep settings mode to save the monochrome mode setting.
>   → P.108 "Keep Settings"

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Shooting in Interval (Time-lapse) Mode (Interval)

The camera can be set to take pictures automatically at preset intervals. The interval can be set in steps of 30 seconds in the range of 30 seconds to 3 hours.

For example, if you set an interval of 1 hour, the shutter will be released every hour, taking pictures continuously until the storage memory in the recording destination runs out of available memory.

> **Important Note**
> • Check the recordable picture count in the storage memory before starting interval (time-lapse) recording.
> • Setting of the interval (time-lapse) recording will be canceled by the auto power off setting after 24 hours you start recording.

❶ **Set the mode dial to [◻] and press the MENU button.**

❷ **Select [INTERVAL] and then press the ▶ button.**

```
STILL PICTURE
▲ INTERVAL          ▶
  AUTO BRACKET    OFF
  ISO SETTING     AUTO
  PHOTOMETRY      SPOT
▼ TIME EXPOSURE   OFF
      END      SELECT
3/4  CANCEL      ●
```

❸ **Set the time interval and press the ENTER button.**

The interval timer is now set.

> **See** • P.29 "How to Use the Spin Box (⊜)"

```
INTERVAL
  0: 0: 0              ⊖


     CANCEL
     CANCEL          ENTER
```

❹ **Press the CANCEL button to exit the menu display.**

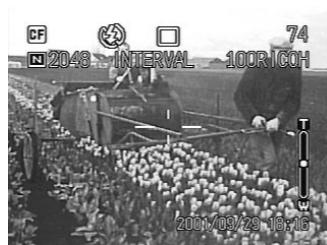> **Note** • To cancel interval (time-lapse) recording, switch the camera off while the "INTERVAL" message is lit.

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❺ Press the shutter release button.

The first photograph will be taken and then additional photographs will be taken at the preset time interval.

The "INTERVAL" message will blink during interval (time-lapse) recording. Picture taking will end when the storage memory runs out of memory.

⟨Note⟩ • Press the CANCEL button during recording to stop the interval (time-lapse) recording.
   • Normal picture taking is possible during interval (time-lapse) recording by pressing the shutter release button. The preset time interval will not change.
   • The time interval may become longer than the preset interval, depending on the image quality mode and flash mode settings.
   • If using the battery, the battery may become exhausted during interval (time-lapse) recording. It is recommended to use the optional AC adapter.

Shooting in Auto Bracket Mode (Auto Bracket)

This function takes three frames in succession: one each at –0.5 EV, 0 and +0.5 EV, based on the exposure compensation value set in "Setting the Exposure Compensation" (P.58). This function is useful for checking the exposure compensation.

Mount the camera on a tripod or level surface to prevent camera shake.

❶ Set the mode dial to [◻] and press the MENU button.

❷ Select [AUTO BRACKET] and then press the ▶ button.

❸ Select [ON] and then press the ENTER button.

⟨Note⟩ • To cancel the auto bracket mode, select [OFF].

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❹ **Press the CANCEL button to exit the menu display.**

AB will be displayed on the LCD monitor.

❺ **Press the shutter release button to record the image.**

When the shutter release button is pressed, three frames will be taken in succession at –0.5 EV, 0 and +0.5 EV, based on the preset exposure compensation value.
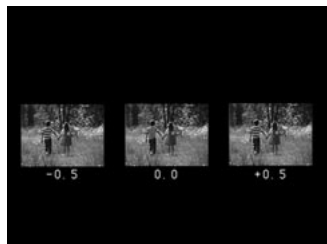
〈Note〉 • Auto Bracket cannot be used when the image quality mode is set on non-compressed mode (NC) or when [VOICE MEMO] is set on [ON].
• The flash does not fire in auto bracket mode.

Changing the ISO Sensitivity (ISO Setting)

You can change the ISO sensitivity.

❶ **Set the mode dial to [ ] or [ ] and press the MENU button.**

❷ **Select [ISO SETTING] and then press the ▶ button.**

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❸ **Choose the ISO sensitivity [AUTO, ISO 200, ISO 400 or ISO 800] and then press the ENTER button.**

❹ **Press the CANCEL button to exit the menu display.**

The selected ISO sensitivity will be displayed on the LCD monitor.

❺ **Press the shutter release button to record the image.**

<Note> • Enable the keep settings mode to save the ISO sensitivity setting. → P.108 "Keep Settings"

Changing the Exposure Metering System (Photometry)

You can change the exposure metering system to record images.

Mode	Description
MULT (multi-pattern)	Multi-metering is performed by splitting the LCD monitor in several parts. This mode is also suitable for shooting the backlighted subject.
CTR WGHT (center weighted)	The middle of the LCD monitor is the focal point, and the light is measured uniformly over the whole screen.
SPOT (spot)	Exposure metering is performed of a part of the frame in the middle of the LCD monitor. This mode is used when the subject is exposed to strong light, such as backlight.

❶ **Set the mode dial to [ ] and press the MENU button.**

❷ **Select [PHOTOMETRY] and press the ▶ button.**

❸ **Choose the exposure metering system (CTR WGHT, SPOT or MULTI) and then press the ENTER button.**

❹ **Press the CANCEL button to exit the menu display.**

❺ **Press the shutter release button to record the image.**

Shooting in Time Exposure Mode (Time Exposure)

Set the time exposure mode to record the bright subjects such as the fireworks and running cars in a dark place.

> **Important Note** • Mount the camera on the tripod when recording in time exposure mode.

❶ **Set the mode dial to [ ] and press the MENU button.**

❷ **Select [TIME EXPOSURE] and then press the ⓑ button.**

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❸ Select [1 SEC., 2 SEC., 4 SEC., 8 SEC.] and press the ENTER button.

⟨Note⟩ • To cancel the time exposue mode, select [OFF].

❹ Press the CANCEL button to exit the menu display.
LX will be displayed on the LCD monitor.

❺ Press the shutter release button to record the image.

Time exposure mode display

⟨Note⟩ • The time exposure mode can not be set when auto bracket mode is set.
• Enable the keep settings mode to save the time exposure mode setting. → P.108 "Keep Settings"

Shooting with Signature (Signature)

This mode enables you to record images imprinted with the owner information you have set in a PC.

⟨Note⟩ • Transfer a signature file to a camera by setting the owner information and signature on a PC. → "User Information Settings" and "Preset Memo Settings" in 'Connecting to a Personal Computer' operation manual
• The signature menu can not be selected unless you set the signature on a PC.

❶ Set the mode dial to [◻] and press the MENU button.

❷ Select [SIGNATURE] and then press the ⊳ button.

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❸ Select the signature (USER NAME or SIGNATURE) to be added to the image and press the ENTER button.

STILL PICTURE
SIGNATURE   NONE
             USER NAME
             SIGNATURE
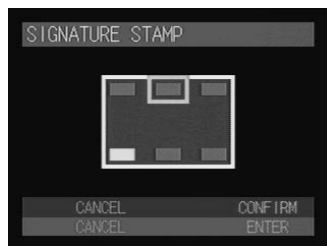   CANCEL   OK
4/4   CANCEL   ENTER

⟨Note⟩ • You can select the signature in Setup mode. → P.115 "Setting a Signature"
• To cancel signature imprint mode, select [NONE].

❹ Select the location of the signature with ⊙·⊙·⊙·⊙ buttons and then press the ENTER button.

The signature is now set.

SIGNATURE STAMP

       CANCEL   CONFIRM
       CANCEL   ENTER

❺ Press the CANCEL button to exit the menu display.

❻ Press the shutter release button to record the image.

IN ⓩ □   25
ℕ 1024   100RICOH

STAMP

                 2001/06/16 16:09

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Shooting

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