# RICOH

# RDC-i500
## IMAGE CAPTURING DEVICE

To ensure correct use of your camera, read this manual carefully before use. Keep the manual handy for future use.

# Introduction

Thank you for purchasing a Ricoh RDC-i500. This manual explains the correct handling procedures and precautions for your camera. To ensure the best performance, please read the manual thoroughly before using the camera. Keep the manual handy for quick future reference.

Ricoh Co., Ltd.

### Test Shots

Check that your camera is recording the images correctly by taking a number of test shots.

### Copyright

Reproduction or alteration of copyrighted documents, magazines, music and other materials, other than for personal, home or similarly limited purposes, without the consent of the copyright holder is prohibited.

### Exemption from Liability

Ricoh Co., Ltd. assumes no liability for failure to record or play back images caused by malfunction of the RDC-i500.

### Warranty

This product is manufactured to local specifications and the warranty is valid within the country of purchase. Should the product fail or malfunction while you are abroad, the manufacturer assumes no responsibility for servicing the product locally or bearing the expenditure incurred therefor.

### Radio Interference

Operating the RDC-i500 in the vicinity of other electronic equipment may adversely affect the performance of both devices. In particular, operating the camera close to a radio or television may lead to interference. If interference occurs, follow the procedures below.

– Move the camera as far away as possible from the TV, radio or other device
– Reorient the TV or radio antenna.
– Plug the devices into separate electrical outlets.

# How to Use the Operation Manuals

Five operation manuals are supplied with this camera.
Use each operation manual as shown below to suit the purpose.

**Open the package**

⬇

## Read This Before Proceeding!

These instructions explain the procedure for checking the contents of the package and loading the battery to enable you to use the camera straightaway.

⬇ Basic operation

## Camera Operation Manual

This manual explains in detail the preparations to take before using the camera together with the procedures for shooting and playback using the various functions.

⬇ Using the communication and Internet functions

⬇ Sending and receiving data using the camera and a PC

## Communication/Internet Operation Manual

This manual explains the procedures for transmitting images and using Internet functions.

## Connecting to a Personal Computer Operation Manual (this manual)

This manual explains the procedures for connecting the camera to a PC, transmitting images from the camera to the PC and operating the camera from the PC.

## Simple Operation Guide

This guide explains the basic setting procedures of recording, transmitting images and transferring them to a PC.

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# CONTENTS

# Chapter 3   Recording Images with the Camera

# Chapter 4   Changing the Camera Settings

## Chapter 5    Using JOB Navi. Func. Image Capture Guide List

# Chapter 6 Using the Extension Functions

# Chapter 7 Setting the Receiving PC for Direct Upload

# Appendix

**Tips**

**At the end of this manual troubleshooting for error messages, alphabetical index and index by functions are listed for your convenience.**

**Refer to the most up-to-date information included in the [Readme] file in the CD-ROM, if necessary.**

# Chapter 1

# Getting Started

# Using a Personal Computer

The range of available applications can be greatly increased by connecting the camera to a PC.

## What You Can Do Using a PC

By connecting the camera to a PC, you can take advantage of the following functions.

### ■ Using the Camera Control Functions from the Browser

By accessing the camera's homepage from the PC Web browser, you can use the following functions.

● **Viewing and Saving Images**

This function enables you to view images recorded in the camera's storage memory (internal memory or CF card) on the PC screen. You can view the images in a thumbnail display or in their actual size. Simple procedures also enable you to save a displayed image (or voice memo or motion picture) as a file on the hard disk or external disk drive of the PC.

● **Recording Images While Controlling the Camera from the PC**

You can control the camera from the PC to record still images, text files, motion pictures and voice memos.

● **Setting the Camera from the Large Screen**

You can make the various camera settings, such as Address Book and Dial-Up settings, using the large screen of the PC. You can also make a backup file of all the camera settings as a PC file.

> **See** • To use this function, after installing the software and connecting the camera according to the instructions in the latter half of the chapter, refer to Chapter 2 "Viewing Images on a PC", Chapter 3 "Recording Images with the Camera" and Chapter 4 "Changing the Camera Settings".

### ■ Using the JOB Navi. Func. Image Capture Guide List Tool Kit

If you install the JOB Navi. Func. Image Capture Guide List Tool Kit, you can create a capture guide list based on a Microsoft Excel or Microsoft Word table or document and transfer it to the camera using the extended functions. After shooting the images with the camera according to the guide list, open the original table or document again and the images will be incorporated.
The JOB Navi. Func. Image Capture Guide List Tool Kit can only be used on a PC running Windows.

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## ■ **Using the RDC-i Explorer Plug-In / RDC-i Mounter**

The RDC-i Explorer Plug-In (Windows) / RDC-i Mounter (Macintosh) are extended functions for copying images stored in the camera onto the hard disk of the PC, or copying image files or setting files created on the PC in the camera.

Function such as making a backup file of all the camera settings on the PC is also available.

## ■ **Using the TWAIN Function**

If you install a TWAIN driver for this camera, you can call up the images recorded in the camera's storage memory (internal memory or CF card) directly from the graphic application software compatible with TWAIN onto the screen.

## ■ **Setting the PC for Direct Upload**

To use the [DIRECT UPLOAD] function to send images directly to a specific PC from outside the company, the PC must be set to receive the images. This manual explains the settings to be made.

# PC Environment

To connect the camera to a PC, the PC must meet the following conditions.

## ■ For a PC running Windows

- One of the following Windows programs must be installed.
  - Microsoft Windows® 98
  - Microsoft Windows® 98 Second Edition
  - Microsoft Windows® Me
  - Microsoft Windows® 2000
- USB port:

  When you use the USB cable to connect the camera with a PC, the PC must be factory equipped with a USB port guaranteed by the PC manufacturer.
- Memory:
  - Windows 98/SE:  32 MB or more (recommended 96 MB or more)
  - Windows Me:       32 MB or more (recommended 96 MB or more)
  - Windows 2000:    128 MB or more (recommended 256 MB or more)
- Hard disk space: 6 MB or more
- To access the camera from the Web browser, Internet Explorer (version 5), Netscape Communicator (version 4.7) or other Web browser must be installed.
- To use the Image Capture Guide List Tool Kit, Microsoft Office 97 or 2000 (Microsoft Excel, Microsoft Word) must be installed.

Note
- To use the TWAIN function, application software compatible with TWAIN must be installed.
- The explanations in this manual are based on Windows 98. The displays may differ slightly depending on the Windows version.
- The display may differ depending on the kind or version of the browser.

## ■ **For Macintosh**
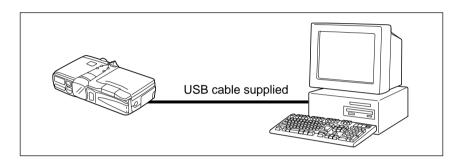
- If you use the USB cable to connect the camera to a Macintosh equipped with a standard USB port, a MacOS 8.6~9.1 operating system must be installed.
- CPU: PowerPC
- Memory: 96 MB or more
- Hard disk space: 6 MB or more

〈Note〉 • To access the camera from the Web browser, Internet Explorer (version 5), Netscape Communicator (version 4.7) or other Web browser must be installed.
- To use the TWAIN function, application software compatible with TWAIN is required.
- If the Mac operating system is earlier than OS9, Apple Remote Access (ARA) is required to set the PC for Direct Upload.
- The explanations in this manual are based on OS9. The displays may differ slightly depending on the OS version.
- The display may differ depending on the kind or version of the browser.

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**Getting Started**

# Connecting Methods

The camera can be connected to the PC by one of the following methods.
Decide which method you will use. (Connect the camera after the software has
been installed.)
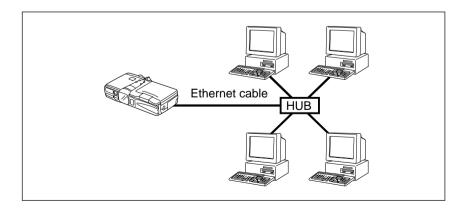
## ■ Connecting the Camera to the USB Port

This method is for connecting the camera to the PC using the USB cable,
supplied with the camera.



USB cable supplied

## ■ Connecting the Camera to a Network

You can connect the camera to an existing network (LAN by Ethernet, etc.)
using the recommended LAN card. This method is useful when using the
camera on several PCs or when using several cameras.



Ethernet cable

HUB

# Installing the USB Driver

This section explains how to install the software for connecting the camera to the PC by USB cable.

Follow these instructions only if connecting the camera to the PC by USB cable.

> **Important Note** • Do not connect the camera to the PC until the software has been installed, otherwise installation will not proceed smoothly.
> When you have established a connection, click [Cancel] on a plug & play window that appears and remove the USB cable.

## For Windows

If you are using Windows, install the USB driver as follows.

### ❶ Turn the PC on.

When Windows is up and running, proceed to the next step.

### ❷ Insert the CD-ROM provided in the CD-ROM drive of the PC.

### ❸ Double-click on [My Computer] and then double-click on the CD-ROM. Next double-click on the [USB_Drvs] folder.

### ❹ Double-click on [Setup].



Setup

Installation of the software for connecting the camera by USB cable will start. Follow the instructions displayed on the screen. When installation is completed, proceed to the next step.

• Updated information on installation is provided in the [Readme] file in the [Usb drvs] folders. If necessary, refer to this information.
• When you connect/remove the USB cable or cancel installation before installing the USB driver, the cable may be recognized as an unknown device for a PC. Refer to page 166 "Troubleshooting" for troubleshooting.

# For Macintosh

If you are using a Macintosh, install the USB driver as follows.

❶ **Turn the PC on.**
When the Macintosh is up and running, proceed to the next step.

❷ **Insert the CD-ROM provided in the CD-ROM drive of the PC.**

❸ **Double-click on the CD-ROM. Next double-click on the [Usb driver] folder, and then double-click on [RDC-i USB Inst].**


RDC-i USB Inst

Installation of the software for connecting the camera to the PC by USB cable will start. Follow the instructions displayed on the screen. When installation is completed, proceed to the next step.

• Updated information on installation is provided in the [Readme] file. If necessary, refer to this information.
• This USB driver cannot be used with Mac OS-X.

# Installing the Application Software

This section explains how to install the various application software for using the camera.

## For Windows

Install the application software for Windows.

### ■ Installing RDC-i Software

<Note> • This procedure will install the following items: RDC-i Explorer Plug-In, RDC-i Direct upload, RDC-i virtual server process, RDC-i TWAIN Driver, RDC-i Signature transfer. Use the custom installation to install only the specified items. Note that the RDC-i Signature transfer is a software exclusive for RDC-i 700 camera.

❶ **Check that the PC is turned on.**

❷ **Check that the CD-ROM supplied is inserted in the CD-ROM drive of the PC.**

❸ **Double-click on [My Computer] and then double-click on the CD-ROM. Next, double-click on the [RDC-i Software] folder and double-click on the [Disk1] folder.**

❹ **Double-click on [Setup].**



Setup

Installation of the RDC-i Software will start. Follow the instructions displayed on the screen.

<table>
<tr><td>Important<br>Note</td><td>• When you have finished installation shown above, the software "RDC-i virtual server process" will be launced automatically everytime Windows runs and the corresponding icon will be displayed on the task bar. When you have exited this software in case of connecting with a USB cable, take note that the communication between the camera and PC will not be established.</td></tr>
</table>

## ■ Installing QuickTime

> Note • QuickTime is software for viewing a motion picture recorded with the camera.
> • If QuickTime 4 has already been installed on the PC, this procedure is not necessary.

**❶ Check that the PC is turned on.**

**❷ Check that the CD-ROM supplied is inserted in the CD-ROM drive of the PC.**

**❸ Double-click on [My Computer] and then double-click on the CD-ROM. Next, double click on the [QuickTime] folder.**

**❹ Double-click on [QuickTime Installer].**

QuickTimeIns
taller

Installation of the QuickTime software will start. Follow the instructions displayed on the screen. Install the QuickTime and Web browser plug-in software for your Web browser.

## ■ Installing JOB Navi. Func. Image Capture Guide List Tool Kit

> Note • For detais of the image capture guide list tool kit, refer to page 8 "Using the JOB Navi. Func. Image Capture Guide List Tool Kit".

**❶ Check that the PC is turned on.**

**❷ Check that the CD-ROM supplied is inserted in the CD-ROM drive of the PC.**

**❸ Double-click on [My Computer] and then double-click on the CD-ROM. Next, double-click on the [Image Capture Guide] folder.**

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**❹ Double-click on [Setup].**


setup

The Image Capture Guide List Tool Kit installer will start up. Follow the instructions displayed on the screen.

⟨Note⟩ • You can choose whichever kit (Excel or Word) you need.

## For Macintosh

This section explains how to install the application software for Macintosh.

### ■ Installing the RDC-i Mounter

**❶ Check that the PC is turned on.**

**❷ Check that the CD-ROM supplied is inserted in the CD-ROM drive of the PC.**

**❸ Double-click on the CD-ROM, then double click on [RDC-i Mounter Inst].**


RDC-i Mounter Inst

Installation of the RDC-i Mounter software will start. Follow the instructions displayed on the screen.

### ■ Installing the RDC-i TWAIN Driver

**❶ Check that the PC is turned on.**

**❷ Check that the CD-ROM supplied is inserted in the CD-ROM drive of the PC.**

**❸ Double-click on the CD-ROM, then double-click on [RDC-i TWAIN Inst].**

RDC-i TWAIN Inst

Installation of the TWAIN driver will start. Follow the instructions displayed on the screen.

## ■ Installing QuickTime

⟨Note⟩ • QuickTime is a software required for viewing a motion picture file with a camera.
• This procedure is not required if QuickTime 4 has already been installed on your Macintosh.

**❶ Check that the PC is turned on.**

**❷ Check that the CD-ROM supplied is inserted in the CD-ROM drive of the PC.**

**❸ Double-click on the CD-ROM, then double-click on the [QuickTime] folder.**

**❹ Double-click on [QuickTime Installer].**

QuickTimeIns
taller

Installation of QuickTime will start. Follow the instructions displayed on the screen.

## ■ **Installing RDC-i Direct upload**

⟨Note⟩ • RDC-i Direct upload is software for preparing and setting the PC that will receive direct upload from the camera.

❶ **Check that the PC is turned on.**

❷ **Check that the provided CD-ROM is placed in the CD-ROM drive of the PC.**

❸ **Double-click on the CD-ROM, then double-click on the [RDC-i Direct Upload].**

❹ **Double-click on the CD-ROM, then double-click on [RDC-i Direct Inst].**
The installation of Direct upload will start. Follow the instructions displayed on the screen.


RDC-i Direct Inst

# **Connecting the Camera to a PC**

This section explains how to connect the camera to a PC.

## **Connecting the Camera to the USB Port**

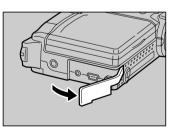This method is for connecting the camera to the PC using the USB cable.

> **Important Note**
> • Make sure that the USB driver is installed before connecting to a USB port.
> • The flash lamp (red) on the camera blinks while data is being transmitted. Do not disconnect the cable or turn the camera off while data is being transmitted between the camera and the PC as the camera or PC may be adversely affected.
> • After connecting the camera to a PC, you are advised to use an AC adapter when using the camera and avoid powering the camera by the battery. Particularly if you are handling non-compressed files, motion pictures or other large files, transmission takes a long time. If the power fails during transmission, the camera or PC may be adversely affected.
> • Connecting the camera via the USB hub may result in the camera not functioning properly. If possible, you are advised not to use the USB hub.
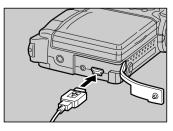> • The camera will not operate on power supplied from the USB port.

### ■ **Connecting the Camera by USB Cable (For Windows)**

You can connect the camera to a PC running Windows using the USB cable supplied with the camera.

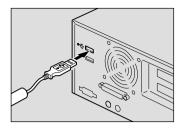➊ **Open the terminal cover on the left side of the camera.**



➋ **Insert the smaller connector on one end of the USB cable into the DIGITAL (USB) terminal of the camera.**



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**❸ Insert the connector on the other end of the cable into the USB port of the PC.**



**❹ Turn the camera on.**

The PC will automatically detect the equipment which has been connected and operate accordingly. If a message is displayed, follow the instructions on the screen.

USB connection is completed.
Before disconnecting the USB cable, check that data transmission is not performed between a camera and a PC, turn off the camera and disconnect the USB cable.

> **Important Note**
> • For Windows Me user, make sure to give a time interval of more than 10-seconds when:
>   • Turning off and then on the camera
>   • Setting the mode dial from the modes other than Communication mode to Communication mode.
>   • Inserting and removing the USB cable
> • Do not remove the RDC-i virtual server process installed in Windows Start-up item folder. The USB connection can not be made without it.

## ■ **For Macintosh**

You can connect the camera to a Macintosh using the USB cable supplied with the camera.

❶ **Open the terminal cover on the leftside of the camera.**

❷ **Insert the smaller connector on one end of the USB cable supplied into the DIGITAL (USB) terminal of the camera.**

❸ **Insert the connector on the other end of the cable into the USB port of the PC.**
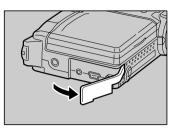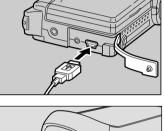
❹ **Turn the camera on.**

The PC will automatically detect the equipment which has been connected and operate accordingly. If a message is displayed, follow the instructions on the screen.
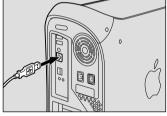
Connection by USB cable is completed.
Before disconnecting the USB cable, perform the following steps
Check that data transmission is not performed between a camera and a PC.
Turn off the camera.
Disconnect the USB cable.

# **Connecting the Camera to a Network**

You can connect the camera to an existing internal network or household network (LAN using Ethernet, etc.).

**Important Note**
- This camera is compatible with a 10BASE-T LAN (Ethernet).
- To connect the camera to a LAN, it is necessary to purchase a LAN connection CF card. For details of equipment checked or recommended by Ricoh, refer to the separate list of Compatible Products. Updated information can be found in Ricoh's homepage on the Internet (noted at end of manual).
- Do not remove the cable or turn the camera off while data is being transmitted between the camera and the PC as the camera or PC may be adversely affected. (When the camera is connected to LAN, the flash lamp (red) will not flash during data communication.)
- When you use the camera by connecting it to the PC, you are advised to use an AC adapter and avoid powering the camera by the battery. Particularly if you are handling non-compressed files, motion pictures or other large files, transmission will take a long time. If the power fails during transmission, the camera or the PC may be adversely affected.
- Do not touch the cable terminal of the LAN connection CF card.
- Do not connect the camera to a LAN and a USB cable simultaneously. The camera or PC may be adversely affected.

## ■ **Requirements**
- LAN connection CF card suitable for the network to which the camera will be connected
- Connection cable

**Important Note**
- If you use this method to connect the camera to a PC, the CF card slot will be used for the LAN connection CF card. You will therefore be unable to view images recorded on the CF card or send them to the PC. If you use this method, record the images in the internal memory.
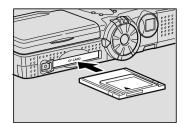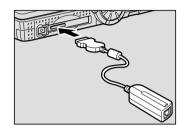
## ■ **Connecting Procedure**
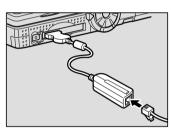
**❶ Check that the PC and the camera are turned off.**

**❷ Insert the LAN connection CF card into the CF card slot of the camera.**

**❸ Insert the connection cable into the LAN connection CF card.**
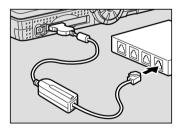
**❹ Insert the connector on the other end of the connection cable into the connector of the LAN cable.**

**❺ Insert the connector on the other end of the LAN cable into the free terminal of the LAN hub.**

Connection of the camera to the LAN is now completed.

# Making the Camera Settings

Normally, when the camera is connected to a PC, you can immediately access the camera using the Web browser or the PC. This is because various general settings have been made for the factory default settings.

However, depending on the PC or LAN used, operation may not proceed smoothly with the settings as they are.

In this case, refer to the appendix "Camera Settings When Connected to a PC" (p.156) and change the settings to suit the PC or LAN used. (As a certain amount of knowledge about the LAN is required, you are recommended to consult the person in charge of the network before making any changes.)

# COM Port Settings for Windows 98/ME

The USB driver for Windows treats the camera as equipment that uses the COM port virtually.

For Windows 98/Me, if the COM port conflicts with other equipment, the camera may fail to be detected even when the driver has been correctly installed.

In this case, change the COM port used by the following procedure.

❶ **Connect the camera to the PC using the USB cable and turn the camera on.**

❷ **Start the device manager.**

Select [Settings] → [Control Panel] from the [Start] button. Double click on the [System] icon in the window that opens. Select the [Device Manager] tab from the [System Properties] dialog box, and open [Ports (COM/LPT)] from the list.

❸ **Set [RICOH Camera Port] of [Ports (COM/LPT)] and click on [Properties].**

❹ **Change to another COM number (COM 5 - 9) at the [Port Select] screen.**

An [✱] will be attached to the port that is used by the camera.

# Chapter 2

# Viewing Images on a PC

# **Controlling the Camera from the Browser**

You can access the camera's homepage from the PC using the Web browser and view data recorded in the camera or make various camera settings. This section explains how to access the homepage.
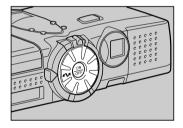
## **Preparing the Camera**

To perform an operation when the camera is connected to a PC, set the mode dial to [✍] (PC).

### ❶ **Check that the camera and PC are properly connected.**

**See** • P.20 "Connecting the Camera to a PC"

### ❷ **Check that the camera and the PC are turned on.**

### ❸ **Set the mode dial to [✍] (PC).**

## **Opening the Camera's Homepage on the Browser**

Start up the Internet Explorer or Netscape Communicator browser and open the camera's built-in homepage.

> **Important Note**
> • When you can not connect the camera from the Web browser, check the proxy server setting. → P. 168 "Checking the Proxy Server".
> • When the dial-up settings are made on a PC, the screen for selecting [Work offline]/[Retry] may be displayed.
> Cancel the automatic dial-up setting of the browser, and then select [Retry]. → P. 167 "Selecting 'Never dial a connection'".
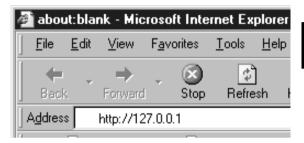
**❶ Start up the browser on the PC.**

**❷ Check that the [IP address] is displayed on the camera's LCD monitor.**

The address is displayed in the form of [xxx.xxx.xxx.xxx] (figures separated by dots).

**❸ Enter [http://] in the [Address] area at the top of the PC screen, then enter the figures of the IP address in step ❷.**

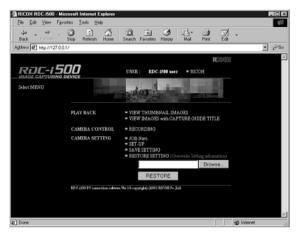For example, if the IP address is [127.0.0.1], enter the address as follows.



If the IP address is [192.168.181.240], enter the address as follows.



<Note> • If using Netscape Communicator, enter the address in the [Location] area.

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Viewing Images on a PC

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**❹ Press the [Enter] key (or [Return] key).**

The following screen will be displayed.



This is the camera's homepage. By selecting functions from this screen, you can use the PC to view images stored in the camera and control the various camera functions.

**Tips**

## Saving the Camera's Homepage

To view the camera's homepage, you must input the number. By saving the homepage on the browser, you can open the page easily, simply by selecting the saved page.

If you are using a LAN connection, however, you must change the camera's IP address to a fixed IP address. Due to the factory default settings, the camera is given a temporary IP address (not fixed) from the LAN equipment by DHCP, so it may be assigned a different IP address each time it is connected to the LAN. This means that even if the homepage is saved, it may not necessarily be displayed using the same number next time. Instructions for fixing the camera's IP address are explained in Setting the Network Environment" (p.158) in the appendix, "Camera Settings When Connected to a PC".

## Saving the Homepage

If you are using Internet Explorer, select [Add to Favorites] from the [Favorites] menu. Then next time, this page can be displayed simply by selecting [RICOH RDC-i500] from the [Favorites] menu.
If you are using Netscape Communicator, select [Add Bookmark] from the [Bookmarks] menu. Then next time, this page can be displayed simply by selecting [RICOH RDC-i500] from the [Bookmarks] menu.

# Displaying Thumbnail Images

This function enables you to view still images, motion pictures, voice memos, etc. recorded with the camera on the PC screen.

## Viewing Thumbnail Images

You can display all the data recorded in the camera (still images, motion pictures, voice memos) in thumbnail form. There are two ways of displaying thumbnail images, normal [THUMBNAIL] and [FILE PROPERTY] which displays more detailed information.

❶ **Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set to [ ⌁ ].**

❷ **Start the browser from the PC, input the IP address and display the camera's homepage.**

　**See** • P.28 "Opening the Camera's Homepage on the Browser"

❸ **Click on [VIEW THUMBNAIL IMAGES].**
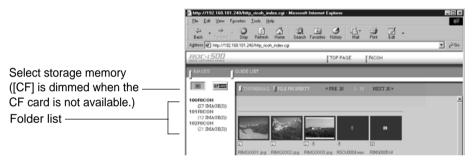


After a short while, the data recorded in the internal memory will be displayed (it may take a while for the data to be transmitted from the camera).

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### ❹ **If you wish to change the storage memory, click on [IN] or [CF CARD].**

If you wish to view images in another folder, click on the desired folder from the list of folders on the left of the screen.

Select storage memory ([CF] is dimmed when the CF card is not available.)

Folder list



The title and the following symbols indicating file type are displayed under the data.

🗋 : Still image

🗎 : Text (TIFF file) and still image (non-compressed TIFF file)

📷 : Motion Picture

🎙 : Voice Memo

20 images can be displayed on one page. If there are more than 20 images, you can change the display by clicking on [NEXT 20] or [PRE. 20].

If the data cannot be displayed as a thumbnail, the symbol indicating the type of file will be displayed in the image area.

You can perform various operations, explained in the following pages, from this screen.

〈Note〉 • You can return to the first screen at any time by clicking on [TOP PAGE] at the top of the screen. You can also display the Ricoh Web page by clicking on [RICOH].

# Displaying File Properties

Perform the following procedure if you wish to check the detailed information relating to the data, for example, the shooting date or photographer.

### ❶ Click on [FILE PROPERTY].



The thumbnail will be displayed in the following form.



〈Note〉 • If you have registered a plug-in that is compatible with the voice memos or recorded memos in the browser, you can display and play back files by clicking on the file name of the voice memo on the screen.

# Checking the Data

This function is for displaying and playing back data such as still images, text files, motion pictures and voice memos in the thumbnail display.

## ■ Still Images

Perform the following procedure if you wish to view a still image in its actual size (1 pixel of the image corresponds to 1 pixel of the screen).

❶ **Click on the image you wish to view.**

Click on the image in the same way for FILE PROPERTY.



The image will be displayed in a new window in its actual size.



❷ **When you have finished viewing, click on the close box.**

The window will be closed.

## ■ **Data Other Than Still Images**

Perform the following procedure if you wish to display or play back data such as text files, motion pictures or voice memos.

> **Important Note**
> • The QuickTime plug-in software is needed to display and play back data other than normal still images (text, motion pictures, voice memos and non-compressed still images).

### ❶ **Click on the data icon you wish to check.**

Click on the icon in the same way for FILE PROPERTY.



The plug-in software compatible with the selected data will automatically start up and the data will be displayed or played back.

> **Note**
> • The screen shown below may be displayed, depending on the browser settings. To open data such as text files, voice memos or motion pictures, select [Open this file from its current location], and to make a backup file, select [Save this file to disk].

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# Saving Data in the PC

This function enables you to save data such as images, text files, motion pictures and voice memos as files in the PC hard disk, etc.

**Note**
- The [Save] function explained here is not a camera function, but a browser function. For further details, refer to the HELP function or operation manual for your browser.
- Instructions for saving the non-compressed still images are given in "Data Other Than Still Images"(P.37).

## ■ Still Images

❶ **In the case of a thumbnail display, click on the image you wish to save and display the image in its actual size.**

❷ **[For Windows] Move the mouse pointer to the image and click the right mouse button.**
**[For Macintosh] Move the mouse pointer to the image and click while pressing the [control] key.**
The menu will be displayed in the position of the mouse pointer.



❸ **Click on [Save Picture As...].**
If you are using Netscape Communicator, click on [Save As...].
The dialog box for specifying the location and file name will be displayed.

❹ **Specify the location and file name and then click on [Save].**
The image will be saved in the PC.

**Note** • Still images can be saved in JPEG files. In the case of Windows, however, you can also save images in BMP format. (Change the file format by [File Type] in the dialog box.)

## ■ Data Other Than Still Images

❶ **[For Windows] Move the mouse pointer to the data (symbol) you wish to save and click the right mouse button.**
**[For Macintosh] Move the mouse pointer to the data (symbol) you wish to save and click while pressing the [control] key.**

The menu will be displayed in the position of the mouse pointer.



❷ **Click on [Save Target As...].**

If you are using Netscape Communicator, click on [Save Link As...].
The dialog box for specifying the location and file name will be displayed.

❸ **Specify the location and file name and then click on [Save].**

If you are using Netscape Communicator, be sure to select the source under [Save in].
The selected data will be saved in the PC.

**Note** • Text files and non-compressed files are saved as TIFF files, motion pictures as AVI files, and voice memos as WAV data.

# Displaying Thumbnail Images with Capture Guide Titles

This operation enables you to view images recorded according to an Image Capture Guide List (hereafter referred to as Guide List).

Note • Instructions for creating the Guide List or shooting operation from the camera's homepage, refer to chapter 5 "Using JOB Navi. Image Capture Guide List".

## Viewing Thumbnail Images with Guide List

You can display the images with Guide List recorded with the camera in thumbnail form. There are two types of thumbnail display, normal THUMBNAIL and FILE PROPERTY which displays the information in more detail.

❶ **Check that the camera is properly connected to the PC, that the camera and PC are turned on, and that the camera's mode dial is set to [∿].**

❷ **Start the browser from the PC, input the IP address and display the camera's home page.**

See • P.28 "Opening the Camera Homepage on the Browser"

❸ **Click on [VIEW IMAGES with CAPTURE GUIDE TITLE].**
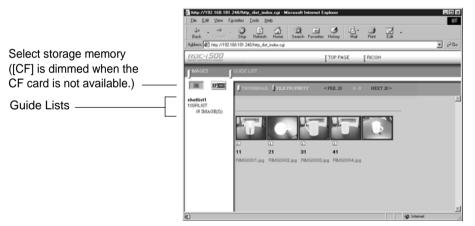


After a short while, the data recorded in the internal memory will be displayed in thumbnail form (it may take a while for the data to be transmitted from the camera).

2

Viewing Images on a PC

**❹ If you wish to change the storage memory, click on [IN] or [CF CARD].**

**If you wish to view images on a different Guide List, click on the desired list from the Guide List on the left of the screen.**
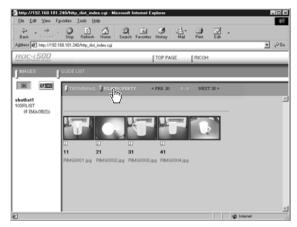


Select storage memory
([CF] is dimmed when the
CF card is not available.)

Guide Lists

20 images can be displayed on one page. If there are more than 20 images, you can change the display by clicking on [NEXT 20] or [PRE. 20].

You can perform various operations, explained in the following pages, from this screen.

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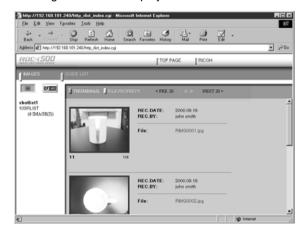
# Displaying File Properties

If you wish to check detailed information relating to the images, such as the shooting date or photographer, perform the following procedure.

### ❶ Click on [FILE PROPERTY].



A thumbnail display in the following form will be displayed.

# Displaying an Image in its Actual Size

If you wish to view an image in its actual size (1 pixel of the image corresponds to 1 pixel of the screen), perform the following procedure.

### ❶ Click on the image you wish to view.

Click on the image in the same way for FILE PROPERTY.



The image will be displayed in its actual size in a new window.
The plug-in software will be started to display the non-compressed still image.



### ❷ When you have finished viewing, click on the close box.

The window will be closed.

# Saving Data in the PC

This function enables you to save images displayed in thumbnail form as image files on the PC hard disk, etc.
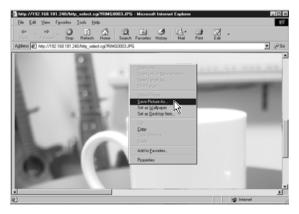
**Note** • The functions explained here are browser functions and not camera functions. For further details, refer to the HELP function or operation manual for your browser.
• Instructions for saving non-compressed files are given in "Data Other Than Still Images" (P.37).

❶ **In the case of a thumbnail display, click on the image you wish to save and display the image in its actual size.**

❷ **[For Windows] Move the mouse pointer to the image and click the right mouse button.**
**[For Macintosh] Move the mouse pointer to the image and click while pressing the [control] key.**
The menu will be displayed in the position of the mouse pointer.



❸ **Click on [Save Picture As...].**

If you are using Netscape Communicator, click on [Save Image As...].
The dialog box for specifying the location and file name will be displayed.

❹ **Specify the location and file name and then click on [Save].**
The image will be saved in the PC.

**Note** • Images are saved as JPEG files. In the case of Windows, however, images can be saved in BMP format. (Change the file format by [Save as type] in the dialog box.)

# Chapter 3

# Recording Images with the Camera

# Shooting Still Images

You can shoot still images by operation from the PC.

## Shooting

This function enables you to control the camera using the Web browser and shoot still images.

❶ **Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set to [∿].**

❷ **Start the browser on the PC, input the IP address and display the camera's homepage.**

**See** • P.28 "Opening the Camera's Homepage on the Browser"

❸ **Click on [RECORDING].**



The screen for making settings relating to shooting will be displayed.

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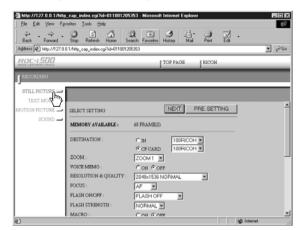
**4 Check that [STILL PICTURE] has been selected on the left of the screen.**

If it has not been selected, click on [STILLPICTURE].



**5 Set each item.**

If necessary, set the various items relating to shooting from the screen. For details of each item, refer to Chapter 3 "Shooting" in the 'Camera' operation manual.

To return the settings to the status prior to shooting, click on [PRE. SETTING].

<Note> • The procedure for checking or saving a non-compressed still image vary. Refer to page 49 "Shooting Text Files".

**6 Click on [NEXT].**
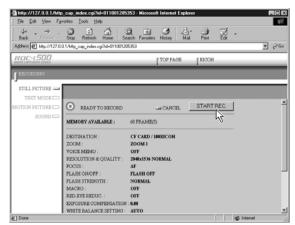
The screen for checking the settings will be displayed.

<Important Note> • If the storage memory selected as the recording destination (internal memory or card) is full, an error message will be displayed. Delete unwanted images recorded on the card, or change the recording destination.

**7 Aim the camera.**

Aim the camera in the shooting direction.

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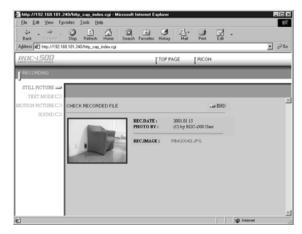
### ❽ **Click on [START REC.].**



Shooting is performed after approximately 10 seconds and the image is displayed in a reduced state with information such as the shooting date, etc. (A short time is required to transmit the image.)
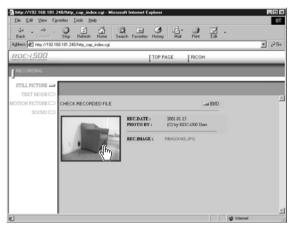


If you wish to check the image in its actual size, proceed to the next page.
To save the image in the PC (on the hard disk, etc.), proceed to "Saving the Image" (P.48). (At this point, the image is only saved in the camera and not in the PC.)

If you do not need to check the image in its actual size or save it in the PC, click on [END]. The screen will return to the screen for making settings relating to shooting.

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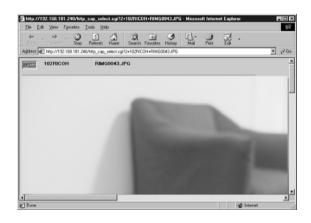
# Checking the Image

This function is for viewing the image just recorded in actual size (1 pixel of the image corresponds to 1 pixel of the screen).

## ❶ Click on the reduced image.



The image will be displayed in its actual size in a new window.



You can save the image in the PC from this screen. See next page.

## ❷ When you have finished checking the image, click on the close box.
The window will be closed.

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Recording Images with the Camera

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# Saving the Image
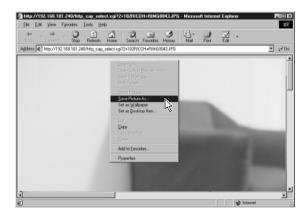
This operation is for saving the image displayed on the screen on the PC disk (hard disk, etc.). When saving the non-compressed still images, follow the procedure explained on page 52, 'Shooting Text Files/Saving the Image'.

❶ **If the image is displayed in reduced size, click on the image you want to save and display it in its actual size.**

❷ **[For Windows] Move the mouse pointer to the image and click the right mouse button.**
**[For Macintosh] Move the mouse pointer to the image, and click while pressing the [control] key.**
The menu will be displayed where you click the mouse pointer.



❸ **Click on [Save Picture As...].**

If you are using Netscape Communicator, click on [Save Image As...].
The dialog box for specifying the location and file name will be displayed.

❹ **Specify the location and file name and then click on [Save].**
The image is now saved in the PC.

Note • The [Save] function is a browser function and not a camera function. For further details, refer to the HELP function or operation manual for your browser.
• Images are saved as JPEG files. In the case of Windows, however, images can be saved in BMP format. (Change by [Save as type] in the dialog box.)

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# Shooting Text Files

This function enables you to shoot text files by operation from the PC.

## Shooting

You can control the camera using the Web browser and shoot text files.

A **Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set on [〰️].**

B **Start the browser on the PC, input the IP address and display the camera's homepage.**

**See** • P.28 "Opening the Camera's Homepage on the Browser"

C **Click on [RECORDING].**



The screen for making the settings relating to shooting will be displayed.

**❹ Click on [TEXT MODE] at the left of the screen.**



**❺ Set each item.**

If necessary, set the various items relating to shooting on the screen. For details of each item, refer to Chapter 3 "Shooting" of the 'Camera' operation manual.

Click on [PRE. SETTING] to return to the settings made on the camera.

**❻ Click on [NEXT].**

The screen for checking the settings will be displayed.

> **Important Note** • If the storage memory selected as the recording destination (internal memory or CF card) is full, an error message will be displayed. Delete unwanted images recorded on the card or change the recording destination.

**❼ Aim the camera.**

Aim the camera in the shooting direction.
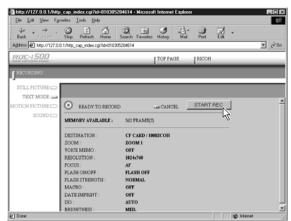
❽ **Click on [START REC.].**



Recording is performed after approximately 10 seconds and the following
screen is displayed with information such as the shooting date, etc.

〈Note〉 • If the plug-in software for displaying TIFF image files has been
installed in your browser, you can check the image in its actual size by
clicking on the mark.

To save the image in the PC (hard disk, etc.), proceed to the next page. (At this
point, the images is only saved in the camera and not in the PC.)
If there is no need to save the image in the PC, click on [END]. The screen will
return to the screen for making settings relating to shooting.

# Saving the Image
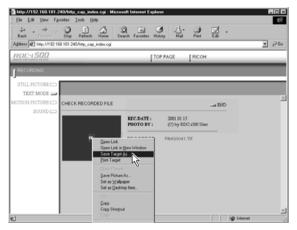
This operation enables you to save the image just recorded on the PC disk (hard disk, etc.).

❶ **[For Windows] Move the mouse pointer to the mark and click the right mouse button.**
**[For Macintosh] Move the mouse pointer to the mark and click while pressing the [control] key.**
The menu will be displayed in the position of the mouse pointer.



❷ **Click on [Save Target As...].**
If you are using Netscape Communicator, click on [Save Link As...].

The dialog box for specifying the location and file name will be displayed.

❸ **Specify the location and file name, and then click on [Save].**
If you are using Netscape Communicator, be sure to select the source under [Save in].
The image is now saved in the PC.

Note • The [Save] function is a browser function and not a camera function. For further details, refer to the HELP function or operation manual for your browser.
• Images will be saved in TIFF format. When opening images in TIFF format, use the TWAIN function. (P.140)

# Recording Motion Pictures

This function enables you to record motion pictures by operation from the PC.

## Recording

You can control the camera using the Web browser and record motion pictures.

**❶ Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set on [∿].**

**❷ Start the browser on the PC side, input the IP address and display the camera's homepage.**

See • P.28 "Opening the Camera's Homepage on the Browser"

**❸ Click on [RECORDING].**



The screen returns to the screen for making the settings relating to recording.

**❹ Click on [MOTION PICTURE] at the left of the screen.**



**❺ Set each item.**
If necessary, set the various items relating to recording on the screen. For details of each item, refer to Chapter 3 "Shooting" in the 'Camera' operation manual.

Click on [PRE. SETTING] to return to the settings made on the camera.

Note • Changing the [ZOOM] setting during recording is not effective for motion pictures.
• Up to 90 seconds of recording can be made.
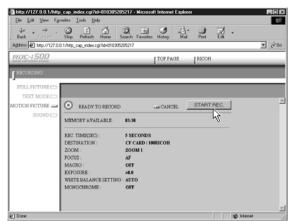
**❻ Click on [NEXT].**
The screen for checking the settings will be displayed.

Important Note • If the storage memory selected as the recording destination (internal memory or CF card) is full, an error message will be displayed. Delete unwanted images recorded on the card or change the recording destination.

**❼ Aim the camera.**
Aim the camera in the shooting direction.

## ❽ **Click on [START REC.].**



Recording will start after approximately 10 seconds and the [NOW RECORDING...] message will be displayed on the screen. When the preset recording time has passed, the following screen will be displayed.



〈Note〉 • When the QuickTime plug-in software is installed in your Web browser, you can play the motion picture by clicking on it.

To save a motion picture in the PC (on the hard disk, etc.), proceed to the next page. (At this point, the motion picture is only saved in the camera and not in the PC.)
If you do not need to save the motion picture in the PC, click on [END]. The screen will return to the screen for making the settings relating to recording.

# Saving the Motion Picture

This operation enables you to save the motion picture just recorded on the PC disk (on the hard disk, etc.).

❶ **[For Windows] Move the mouse pointer to the image displayed and click the right mouse button.**
**[For Macintosh] Move the mouse pointer to the image displayed and click while pressing the [control] key.**
The menu will be displayed in the position of the mouse pointer.

❷ **Click on [Save Target As...].**



If you are using Netscape Communicator, click on [Save Link As...].

The dialog box for specifying the location and file name will be displayed.

❸ **Specify the location and file name, and then click on [Save].**
If you are using Netscape Communicator, be sure to select the source under [Save in].
The motion picture is now stored in the PC.

Note • The [Save] function is a browser function and not a camera function. For further details, refer to the HELP function or operation manual for your browser.
• Motion pictures can be saved as motion picture files in AVI format.
• Motion pictures saved in the PC can be viewed with QuickTime 4.

# Recording a Voice Memo

This function enables you to record a voice memo by operation from the PC.

## Recording

You can control the camera using the Web browser and record a voice memo.

❶ **Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set to [$\curlyvee$].**

❷ **Start the browser by the PC, input the IP address and display the camera's homepage.**

　**See** • P.28 "Opening the Camera's Homepage on the Browser"

❸ **Click on [RECORDING].**
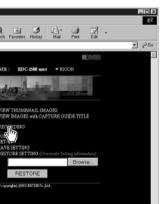


The screen for making the settings relating to recording will be displayed.

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**❹ Click on [SOUND] at the left of the screen.**



**❺ Set each item.**

If necessary, set the various items relating to recording on the screen. For details of each item, refer to Chapter 3 "Shooting" in the 'Camera' operation manual.

Click on [PRE. SETTING] to return to the settings mode on the camera.

⟨Note⟩ • Up to 90 seconds of recording can be made.

**❻ Click on [NEXT].**

The screen for checking the settings will be displayed.
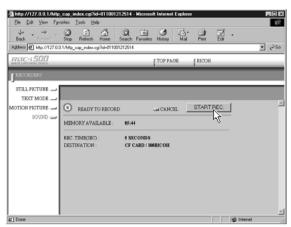
⟨Important Note⟩ • If the media selected as the recording destination (internal memory or card) is full, an error message will be displayed. Delete unwanted images recorded on the card or change the recording destination.

**❼ Aim the camera.**

Aim the camera microphone in the direction of the sound to be recorded.

**❽ Click on [START REC.].**



Recording will start after approximately 10 seconds and the [NOW RECORDING...] message will be displayed on the screen. When the preset recording time has elapsed, the following screen will be displayed.



⟨Note⟩ • If the plug-in software for playing back WAV format voice memo files has been installed in your browser, you can check the recorded sound file by clicking on the microphone mark.

To save the voice memo file in the PC (in the hard disk, etc.), proceed to the next page. (At this point, the sound file has only been saved in the camera and not in the PC.)

If there is no need to save the voice memo file in the PC, click on [END]. The screen will return to the screen for making settings relating to recording.

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# Saving the Voice Memo File

This operation enables you to save the voice memo file just recorded in the PC's disk (hard disk, etc.).

❶ **[For Windows] Move the mouse pointer to the area where the microphone symbol is displayed and click the right mouse button. [For Macintosh] Move the mouse pointer to the area where the microphone symbol is displayed and click while pressing the [control] key.**

The menu will be displayed in the position of the mouse pointer.



❷ **Click on [Save Target As...].**
If you are using Netscape Communicator, click on [Save Link As...].
The dialog box for specifying the location and file name will be displayed.

❸ **Specify the location and file name and then click on [Save].**
If you are using Netscape Communicator, be sure to select the source under [Save in].

The voice memo file is now saved in the PC.

> **Note** • The [Save] function is a browser function and not a camera function. For further details, refer to the HELP function or operation manual for your browser.
> • Voice memo files are saved as WAV format.

# Chapter 4

# Changing the Camera Settings

# Address Book Settings

This section explains how to check and edit the Address Book stored in the camera by using a PC.

⟨Note⟩ • For instructions on how to use the Address Book, refer to the 'Communication/Internet' operation manual.

## Displaying the Address Book

This function enables you to display the Address Book stored in the camera (internal memory).
Various editing operations can be performed from this screen.

**❶ Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set to [～].**

**❷ Start up the browser by the PC, input the IP address and display the camera's homepage.**

⟨See⟩ • P.28 "Opening the Camera's Homepage on the Browser"

**❸ Click on [SET-UP].**



**❹ Check that [ADDRESS BOOK] has been selected on the left of the screen.**
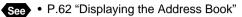If it has not been selected, click on [ADDRESS BOOK].



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# Entering a New Address

This function enables you to enter a new address to the Address Book.

## ❶ Display the Address Book.

**See** • P.62 "Displaying the Address Book"

## ❷ Click on [NEW ADDRESS].



The screen for setting a new address will be displayed.

## ❸ Move the mouse pointer to the input item and click on the area. Input the information using the keyboard.



## ❹ When you have finished entering the information, click on [SAVE].



The new address will be added.

# Editing an Address

This function enables you to edit the address information (name, e-mail address, telephone number, etc.).

**❶ Display the Address Book.**

> **See** • P.62 "Displaying the Address Book"

**❷ Click on the name of the person whose information you wish to edit.**



The editing screen will be displayed.

**❸ Move the mouse pointer to the item to be edited and click on the area. Edit the information using the keyboard.**



**❹ When you have finished editing, click on [UPDATE].**



64    Editing is now completed.

# Deleting an Address

This function enables you to delete unwanted addresses from the Address Book.

### ❶ Display the Address Book.

**See** • P.62 "Displaying the Address Book"

### ❷ Click on [DELETE] on the address you wish to delete .



The confirmation screen will be displayed. Click on [OK] to delete the address.

# Saving the Address Book in the PC

This function enables you to save the Address Book (all the entries) as a file in the PC (on the hard disk, etc.).

**Note** • This function can be used in the following cases.
- When you want to make a backup file of important addresses
- When you want joint possession of the Address Book (in this case, first save the Address Book, then connect another camera and send the Address Book to the other camera).

### ❶ Display the Address Book.

**See** • P.62 "Displaying the Address Book"

**➋ Click on [BACKUP].**



The dialog box for specifying the location and file name will be displayed.

**➌ Specify the location and file name, and then click on [SAVE].**

The Address Book will be saved in the PC.

**Note** • In the case of Windows, the file name extension [.inf] will automatically be added to the end of the file name.

## Transferring the Address Book Stored in the PC to the Camera

This function enables you to download an Address Book file stored on the PC hard disk, etc., and send it to the camera.
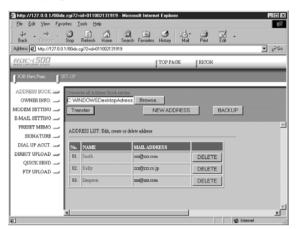
**➊ Display the Address Book.**

**See** • P.62 "Displaying the Address Book"

**➋ Click on [Browse...].**



The dialog box for selecting the Address Book file will be displayed.

**❸ Specify the location of the file to be downloaded, select the file and click on [Open].**

The selected file name will be displayed.



**❹ Click on [Transfer].**



The selected address book will be sent to the camera.

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# User Information Settings

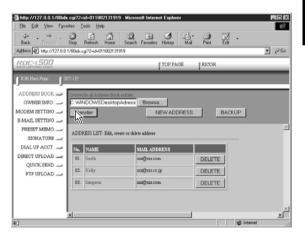The owner's personal information, including name, phone number, and company name, can be registered. The registered information is used both in shooting pictures in signature imprint mode, and in viewing recorded images on the PC screen.

❶ **Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set to [ ⌒ ].**

❷ **Start up the browser by the PC, input the IP address and display the camera's homepage.**

See • P.28 "Opening the Camera's Homepage on the Browser"

❸ **Click on [SET-UP].**



❹ **Click on [OWNER INFO.].**



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**❺ Set each item using the mouse and keyboard.**



<Note> • If you have not yet clicked on [SAVE], you can return to the status prior to setting (the status immediately after this screen was displayed) by clicking on [PRE. SETTING].

**❻ When you have finished making the settings, click on [SAVE].**



Setting of the user information is now completed.

# **Modem Settings**

This section explains how to set the modem loaded in the CF card slot of the camera (or connected to the camera).

<Note> • For details of the modem settings, refer to 'Checking the Modem Settings' in the 'Communication/Internet' operation manual.

❶ **Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set to [∿].**

❷ **Start up the browser by the PC, input the IP address and display the camera's homepage.**

<See> • P.28 "Opening the Camera's Homepage on the Browser"
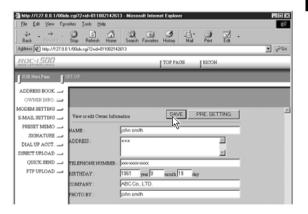
❸ **Click on [SET-UP].**



❹ **Click on [MODEM SETTING].**

**❺ Set each item using the mouse and keyboard.**



<Note> • If you have not yet clicked on [UPDATE], you can return to the status prior to setting (the status immediately after this screen was displayed) by clicking on [PRE. SETTING].

**❻ When you have finished making the settings, click on [UPDATE].**



Setting of the modem is now completed.

# E-Mail Settings

This section explains how to make the settings related to the camera's e-mail functions on a PC.
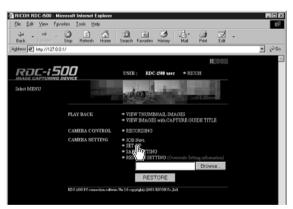
〈Note〉 • For details of the e-mail settings, refer to "Setting the E-Mail Function" in the 'Communication/Internet' operation manual.

❶ **Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set to [∿].**

❷ **Start up the browser by the PC, input the IP address and display the camera's homepage.**

〈See〉 • P.28 "Opening the Camera's Homepage on the Browser"
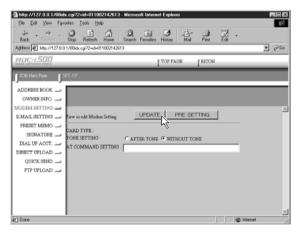
❸ **Click on [SET-UP].**



❹ **Click on [E-MAIL SETTING].**

**❺ Click the radio button for the e-mail dial-up account.**



> **Important Note** • Select [DIAL-UP] to display the list of dial-up account. Make sure to set up the dial-up account.

> **Note** • If you have not yet clicked on [UPDATE], you can return to the status prior to setting (the status immediately after this screen was displayed) by clicking on [PRE. SETTING].

**❻ Click on [UPDATE].**

**❼ Click on [MAIL].**



**❽ Set each item using the mouse and keyboard.**



**❾ When you have finished making the settings, click on [UPDATE].**

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# Preset Memo Settings

This section explains how to set the preset memos which are useful for character input such as e-mail etc.

<Note> • For details of how to use the preset memos, refer to "Setting a Preset Memo" in the 'Communication/Internet' operation manual.

## Displaying the Preset Memos

This function enables you to display the list of preset memos stored in the camera (internal memory).
Operations such as editing, deleting and adding a preset memo start from this screen.

❶ **Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set to [∿].**

❷ **Start up the browser by the PC, input the IP address and display the camera's homepage.**

<See> • P.28 "Opening the Camera's Homepage on the Browser"

❸ **Click on [SET-UP].**



❹ **Click on [PRESET MEMO].**

The list of preset memo will be displayed.



## Creating a New Preset Memo

This function enables you to create a new preset memo.

**❶ Display the list of preset memos.**

See • P.74 "Displaying the Preset Memos"

**❷ Click on [CREATE NEW PRESET MEMO].**
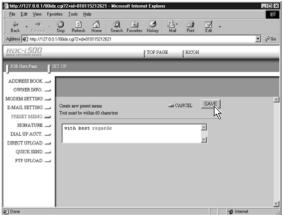


The screen for creating a new preset memo will be displayed.

**❸ Input the preset memo using the keyboard.**

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**4 When you have finished entering the preset memo, click on [SAVE].**



The new preset memo will be added.

## Editing a Preset Memo

This function enables you to edit a preset memo.

**1 Display the list of preset memos.**

**2 Click on the preset memo you wish to edit.**



The screen for editing a preset memo will be displayed.

**❸ Edit the preset memo using the keyboard.**



**❹ When you have finished editing, click on [UPDATE].**

The screen will return to the list of preset memos.

## Deleting a Preset Memo

This function enables you to delete unwanted preset memos.

**❶ Display the list of preset memos.**

**❷ Click on [DELETE] on the preset memo you wish to delete.**



The confirmation screen will be displayed. Click on [OK] to erase the preset memo.

# Setting Signatures

This chapter explains how to set the signatures by using a computer.

**〈Note〉** • For details of how to use the signatures, refer to "Shooting with Signature" in the 'Camera' operation manual.

## Displaying the List of the Signatures

This function enables you to display the list of the signatures stored in the camera (internal memory).
Operations such as editing, deleting and adding a signature start from this screen.

**❶ Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set to [〰].**

**❷ Start up the browser by the PC, input the IP address and display the camera's homepage.**

**〈See〉** • P.28 "Opening the Camera's Homepage on the Browser"

**❸ Click on [SET-UP].**



**❹ Click on [SIGNATURE].**
The list of the signatures will be displayed.

## Selecting the Signature to be Used

This function enables you to select the signature from the list of the signatures.

**❶ Display the list of the signature.**

See • P.78 "Displaying the List of the Signatures"

**❷ Click the radio button for the signature to be used.**



Note • If you have not yet clicked on [UPDATE], you can return to the status prior to setting (this status immediately after this screen was displayed) by clicking on [PRE. SETTING].

**❸ Click on [UPDATE].**

# Adding New Signatures

This fuction enables you to add new signatures.

**❶ Display the list of signatures.**

See • P.78 "Displaying the List of the Signatures"

**❷ Click on [CREATE NEW SIGNATURE].**



A screen for setting new signature will be displayed.

**❸ Input signature from the keyboard.**



**❹ When you have finished entering the signature, click on [SAVE].**



This will add a new signature.

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# Editing a Signature

This function enables you to edit a signature.

### ❶ Display the list of signatures.

◀See▶ • P.78 "Displaying the List of the Signatures"

### ❷ Click on signature you wish to edit.



The screen for editing a signature will be displayed.

### ❸ Modify the signature using the keyboard.



### ❹ When you have finished editing, click on [UPDATE].



This will revert to the screen of the list of signatures.

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# Deleting a Signature
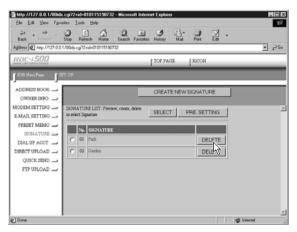
This function enables you to delete unwanted signatures.

❶ **Display the list of signatures.**

**See** • P. 78 "Displaying the List of the Signatures"

❷ **Click on [DELETE] for the signature you wish to delete.**



The confirmation screen will appear. If you click on [OK], the signature will be
deleted.

# Dial-Up Account Settings

This section explains how to set the dial-up accounts to be used when sending and receiving e-mail.

**⟨Note⟩** • For details of how to use the dial-up accounts and the various settings to make, refer to "Setting a Dial-Up Account" in the 'Communication/Internet' operation manual.

## Displaying the Dial-Up Accounts

This function enables you to display the dial-up accounts set in the camera. Operations such as editing, deleting and adding a dial-up account start from this screen.

❶ **Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set to [ ⤳ ].**

❷ **Start up the browser by the PC, input the IP address and display the camera's homepage.**

**⟨See⟩** • P.28 "Opening the Camera's Homepage on the Browser"

❸ **Click on [SET-UP].**



❹ **Click on [DIAL-UP ACCT.].**

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The list of dial-up accounts will be displayed.



# Entering a New Dial-Up Account

This function enables you to enter a new dial-up account.

**❶ Display the list of dial-up accounts.**

See • P.83 "Displaying the Dial-Up Accounts"

**❷ Click on [NEW DIAL-UP].**



The screen for setting a new dial-up account will be displayed.

**❸ Make the settings relating to the dial-up account using the mouse and keyboard.**

❹ **When you have finished making the settings, click on [SAVE].**

The new dial-up account will be added.

## Editing a Dial-Up Account

This function enables you to edit the settings related to a dial-up account.

❶ **Display the list of dial-up accounts.**

**See** • P.83 "Displaying the Dial-Up Accounts"

❷ **Click on the dial-up account you wish to edit.**

The setup screen relating to the dial-up accounts will be displayed.

❸ **Edit the settings using the mouse and keyboard.**

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❹ **When you have finished editing the settings, click on [UPDATE].**



Editing of the dial-up account is now completed.

## Deleting a Dial-Up Account

This function enables you to delete unwanted dial-up accounts.

❶ **Display the list of dial-up accounts.**

**See** • P.83 "Displaying the Dial-Up Accounts"
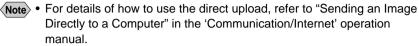
❷ **Click on [DELETE] on the dial-up account you wish to delete.**



The confirmation screen will be displayed. Click on [OK] to erase the dial-up account.

# Direct Upload Settings

This section explains how to set the folder and server for the dial-up account and send-to account for direct upload.

**Note** • For details of how to use the direct upload, refer to "Sending an Image Directly to a Computer" in the 'Communication/Internet' operation manual.
  • For details of the settings, refer to "Setting Direct Upload" in the 'Communication/Internet' operation manual.
  • For details of how to set the PC to receive direct upload, refer to "Setting the Receiving PC for Direct Upload" (P.146).

## Displaying the Direct Upload Dial-Up Accounts

This function enables you to display the list of dial-up accounts for direct upload set in the camera.

❶ **Check that the camera has been properly connected, that the camera and the PC are turned on, and that the camera's mode dial is set to [ ⤳ ].**

❷ **Start up the browser by the PC, input the IP address and display the camera's homepage.**

**See** • P.28 "Opening the Camera's Homepage on the Browser"

❸ **Click on [SET-UP].**



❹ **Click on [DIRECT UPLOAD].**

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The list of dial-up account for direct upload will be displayed.



## Selecting a Direct Upload Dial-Up Account

This function enables you to select a dial-up account to be used in actual direct upload.

**Note** • The only procedure performed here is selection of the dial-up account to be used from the list. Settings (telephone number, IP address, etc.) related to each dial-up account are made in Dial-Up Account Settings (P.83).

### ➊ Display the list of dial-up accounts for direct upload.

### ➋ Click the radio button for the dial-up account to be used.



**Note** • If you have not yet clicked on [UPDATE], you can return to the status prior to setting (the status immediately after this screen was displayed) by clicking on [PRE. SETTING].

### ➌ Click on [UPDATE].



Setting of the dial-up account is now completed.

# Setting the Send-To Folder Name and Server

This function enables you to set the folder name and server for direct upload.

**❶ Display the list of dial-up accounts for Direct Upload.**

**See** • P.87 "Displaying the Direct Upload Dial-Up Accounts"

**❷ Click on [DESTI.].**



The screen for setting the upload folder name and server will be displayed.

**❸ Edit the setting using the mouse and keyboard.**



**Note** • If you have not yet clicked on [UPDATE], you can return to the status prior to setting (the status immediately after this screen was displayed) by clicking on [PRE. SETTING].

**❹ When you have finished making the settings, click on [UPDATE].**



Setting of the folder name and server for uploading is now completed.

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# Quick Send Settings

This section explains how to set the dial-up account and send-to account for Quick Send.

<Note> • For details of how to use the Quick Send, refer to "Sending an Image using Quick Send" in the 'Communication/Internet' operation manual.
• For details of the various settings, refer to "Setting Quick Send" in the 'Communication/Internet' operation manual.

## Displaying the Quick Send Dial-Up Accounts

This function enables you to display the list of dial-up accounts for Quick Send set in the camera.

❶ **Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set to [⤳].**

❷ **Start up the browser by the PC, input the IP address and display the camera's homepage.**

<See> • P.28 "Opening the Camera's Homepage on the Browser"

❸ **Click on [SET-UP].**



❹ **Click on [QUICK SEND].**

The list of dial-up accounts for Quick Send will be displayed.



## Selecting a Quick Send Dial-Up Account

This function enables you to select a dial-up account to be used for actual Quick Send.

**Note** • The only operation performed here is selection of a dial-up account from the list. Settings related to each dial-up account (telephone number, etc.) are performed in "Dial-Up Account Settings" (P.83).

### ❶ Display the list of dial-up accounts for Quick Send.

**See** • P.90 "Displaying the Quick Send Dial-Up Accounts"

### ❷ Click the radio button for the dial-up account to be used.



**Note** • If you have not yet clicked on [UPDATE], you can return to the status prior to setting (the status immediately after this screen was displayed) by clicking on [PRE. SETTING].

### ❸ Click on [UPDATE].



The dial-up account will be selected.

# Selecting a Quick Send Send-To Account

This function enables you to set the send-to account for Quick Send.

**Note** • The only operation performed here is selection of the name from the list. Settings related to each send-to account (name, e-mail address, etc.) are performed in "Address Book Settings" (P.62).

❶ **Display the list of dial-up accounts for Quick Send.**

**See** • P.87 "Displaying the Direct Upload Dial-Up Accounts"

❷ **Click on [SEND TO].**



The screen for selecting a recipient will be displayed.

❸ **Click the radio button for the name of the recipient of Quick Send.**



**Note** • If you have not yet clicked on [UPDATE], you can return to the status prior to setting (the status immediately after this screen was displayed) by clicking on [PRE. SETTING].

❹ **Click on [UPDATE].**



Selection of the send-to account is now complete.

# Selecting the Size of the Image to be Sent by Quick Send

This function enables you to select the size of the image to be send by Quick Send.

### ❶ Display the list of dial-up accounts for Quick Send.

**See** • P.87 "Displaying the Direct Upload Dial-Up Accounts"

### ❷ Click on [IMAGE SIZE].



The screen for selecting the size of the image will be displayed.

### ❸ Use the mouse to change the setting.



**Note** • If you have not yet clicked on [UPDATE], you can return to the status prior to setting (the status immediately after this screen was displayed) by clicking on [PRE. SETTING].

### ❹ When you have finished making the setting, click on [UPDATE].



Setting of the size of the image is now completed.

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Changing the Camera Settings

# Setting FTP Upload

This section explains how to set the dial-up account for FTP upload, the FTP server address as the upload destination, the user account name, password, etc.

<Note> • For details of how to use FTP upload, refer to "Uploading an HTML File" in the 'Communication/Internet' operation manual.
• For details of each setting, refer to "Setting FTP Upload" in the 'Communication/Internet' operation manual.

## Displaying the FTP Upload Dial-Up Accounts

This function enables you to display the list of dial-up accounts for FTP upload stored in the camera.

❶ **Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set to [ⵉⵉ].**

❷ **Start up the browser by the PC, input the IP address and display the camera's homepage.**

<See> • P.28 "Opening the Camera's Homepage on the Browser"

❸ **Click on [SET-UP].**



❹ **Click on [FTP UPLOAD].**

The list of dial-up account for FTP upload will be displayed.

## Selecting an FTP Upload Dial-Up Account

This function enables you to select a dial-up account to be used in actual FTP upload.

**Note** • The only operation performed here is selection of a dial-up account from the list. Settings related to each dial-up account (telephone number, etc.) are performed in "Dial-Up Account Settings" (P.83).

### ❶ Display the list of dial-up accounts for FTP upload.

**See** • P.94 "Displaying the FTP Upload Dial-Up Accounts"

### ❷ Click the radio button for the dial-up account to be used.

**Note** • If you have not yet clicked on [UPDATE], you can return to the status prior to setting (the status immediately after this screen was displayed) by clicking on [PRE. SETTING].

### ❸ Click on [UPDATE].

Selection of the dial-up account is now completed.

# Setting a Server for FTP Upload

This function enables you to set the FTP server for FTP upload, the account and password for accessing the server, etc.

### ❶ Display the list of dial-up accounts for FTP Upload.

**See** • P.94 "Displaying the FTP Upload Dial-Up Accounts"

### ❷ Click on [SEND TO].



The setup screen relating to the FTP server will be displayed.

### ❸ Use the mouse and keyboard to edit the setting.



**Note** • If you have not yet clicked on [UPDATE], you can return to the status prior to setting (the status immediately after this screen was displayed) by clicking on [PRE. SETTING].

### ❹ When you have finished making the setting, click on [UPDATE].



Setting related to the FTP server is now completed.

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# **Making a Backup/Restoring the Camera Settings**

This section explains how to save all the information currently stored in the camera (all information other than recorded images and motion pictures, voice memo data, etc.) in the PC, and how to restore the backup information to the camera.

〈Note〉 • This function can be used in the following cases.
   • When you wish to save the camera settings in case of accident or misoperation.
   • When you want joint possession of the settings (in this case, first save the settings, and then connect another camera and restore the information to the other camera).
   • When one camera is used by several people (in this case, each person should make their own settings on the camera and save them, and then the settings can be changed by the restore function each time the camera is used by a different person).

## **Saving the Camera Settings in the PC**

This function enables you to save all the camera settings, such as the Address Book, JOB Navi., dial-up, direct upload and Quick Send, as files in the PC (on the hard disk, etc.).

❶ **Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set to [〜].**

❷ **Start up the browser by the PC, input the IP address and display the camera's homepage.**

   〈See〉 • P.28 "Opening the Camera's Homepage on the Browser"

❸ **Click on [SAVE SETTINGS].**



The dialog box for setting the location and file name will be displayed.

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**❹ Specify the location and file name and then click on [Save].**

The camera settings will be saved in the PC.

> **⟨Note⟩** • The file name extension [.bak] will be automatically attached at the end of the file name.

# Restoring the Backup Settings to the Camera

This function enables you to restore the camera settings file saved on the PC disk to the camera.

> **⟨Important Note⟩** • If you restore the settings, all the settings currently in effect will be overwritten.

**❶ Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera's mode dial is set to [∿].**

**❷ Start up the browser by the PC , input the IP address and display the camera's homepage.**

> **◆See◆** • P.28 "Opening the Camera's Homepage on the Browser"

**❸ Click on [Browse...].**



The dialog box for selecting the backup file will be displayed.

**❹ Specify the location of the file to be restored and select a file, then click on [OPEN].**

The selected file will be displayed on the screen.



**❺ Click on [RESTORE].**



The selected backup file will be transferred to the camera.

**❻ Turn the power off and turn it on again about 10 seconds later.**

The settings transferred to the camera will be effective.

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# Chapter 5

# Using JOB Navi. Func. Image Capture Guide List

# JOB Navi. Func. Image Capture Guide List

First of all, it is necessary to explain what a JOB Navi. Image Capture Guide List is.

## Role of Guide List

The JOB Navi. Func. Image Capture Guide List (hereafter referred to as Guide List) function enables you to record images while checking the Guide List (a list of images to be recorded) prepared in advance to ensure no images are forgotten.

For example, imagine that you have been given the job of "Going to a motor show and taking photos of several cars". You have to take 4 photos of each car: diagonally, and from the front, rear and side.
When taking photos normally at such times, it often happens that there are slips of memory or forgetfulness, such as "Did I take this car from the side?" or "Have I already taken this car from the back?" The Guide List is useful for solving such problems.

In the case of these examples, before leaving for the motor show, prepare the following list.

**List Name :   Motor Show**
**Image Title : Diagonally**
**　　　　　　　Front**
**　　　　　　　Rear**
**　　　　　　　Side**

By this means, you only need to proceed with recording according to the Guide List displayed on the LCD monitor at the motor show. This prevents forgetting to take important pictures.

## Creating a Guide List

There are two ways of creating a Guide List which are explained below in order.

〈Note〉 • The camera can only change the order of the image in the Guide List created by connecting with a PC.

## ■ **How to Use the Guide List Tool Kit**

The Guide List Tool Kit installed in Chapter 1 is the software for creating a Guide List using Microsoft Excel and Microsoft Word. However, as the software runs on Windows, it cannot be used on a Macintosh.

In the case of Excel, you should specify the range of cells for image names, write it out as a Guide List and save it in the Template folder for the CF card. All that remains then is to insert the card into the camera. There is also a function for sending the images one at a time recorded in accordance with the Guide List, so you can easily create a table including photographs.

In the case of Word, you input the image titles in the layout frame, write them out as the Guide List and save it in the Template folder for the CF card. All that remains then is to insert the card into the camera. Send the images one at a time in accordance with the Guide List, so you can easily create a document including photographs.

〈Note〉 • You cannot transfer the Guide List file directly from inside Excel or Word application to the camera connected to a PC or cannot import the images from the camera to Excel or Word application.
This section therefore gives an explanation as a precondition that you are using the type of PC to which you can connect or insert a CF card. When you do not have that type of PC, save the Guide List file in a PC hard disk and transfer it to the camera by using the Microsoft Explorer with the RDC-i Explorer Plug-In installed.
When you import the images pasted in the Guide List to the camera, transfer them from the camera to a PC first.

## ■ **How to Use the Browser**

You can open the camera's homepage from the browser and create and edit the Guide Lists on the browser.

## **Using the Guide List**

A detailed explanation of how to create a Guide List and how to take images according to the list is given in the following pages.
As this function is not available to Macintosh users, they should proceed to P.114 "Setting the Image Capture Guide List on the Browser". For details on how to record images using Guide List, refer to "Recording Images Using Guide List" on page 106.

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Using JOB Navi. Func. Image Capture Guide List

# Using the Image Capture Guide List on Excel

This section explains the series of operations involved in creating an Image Capture Guide List (hereafter referred to as Guide List) based on an Excel table and transferring it to the camera, recording images according to the list and incorporating the recorded images in a table.

> **Important Note**
> • The Guide List Tool Kit can only be used on PCs running Windows. It cannot be used on a Macintosh.
> • An explanation of how to install the Guide List Tool Kit is given in Chapter 1.
> • If you are using Excel 2000, select [Tool] → [Macro] → [Security] in advance and set the [Security Level] to [Medium].

> **Note**
> • You can also edit a sample template and create an original Excel document. For details, refer to [Readme] (in the [Excel template] folder in the [My Document] folder).
> • If the Guide List Tool Kit was installed with no changes made to the standard settings, an [Excel template] folder containing sample documents can be created in the [My Document] folder.
> • Use the sample template files in the folder by renaming the file name.

## Creating a Guide List

This function enables you to create a Guide List file from sample Excel templates.

**❶ Insert the CF card which you have formatted with the camera.**

**❷ Start Microsoft Excel and open [Sample1.xlt].**
If standard installation has been performed, [Sample1.xlt] is in the [Excel Template] folder in the [My Document] folder.
The message confirming that the documents contain macro will be displayed.
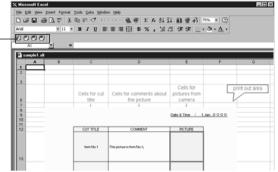


```
Microsoft Excel                                              ? ✕

C:\My Documents\Templates for Excel\sample1.xlt contains macros.




Macros may contain viruses. It is always safe to disable macros, but if the
macros are legitimate, you might lose some functionality.

  [ Disable Macros ]      [ Enable Macros ]      [ More Info ]
```

### ❸ Click on [Enable Macros].

The document will be displayed. Check that the following 4 buttons have been added to the toolbar.



Additional Buttons (from left)
[Create Image Capture Guide File]
[Update Image Title]
[Paste All Images]
[Paste Selected Images]

### ❹ Click on ▨ [Create Image Capture Guide File].

The window for specifying the scope of the image titles will be displayed.

### ❺ Select the scope of the image titles in the Guide List (C13~C22 in this sample) and click on [OK].



The dialog box for specifying the location of the Guide List file, Guide List title and Guide List file name will be displayed.

### ❻ Select the location of the Guide List file and specify an appropriate Guide List title and Guide List file name, and then click on [OK].



The Guide List file has now been created and stored on the disk.

### ❼ Exit the Microsoft Excel and remove the card.

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Using JOB Navi. Func. Image Capture Guide List

# Recording Images Using the Guide List

This function enables you to record images according to the Guide List transferred to the camera.
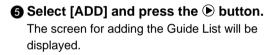
**Note** • You cannot change the storage memory when the image menu is displayed.
• For information on the display when you shoot using the Image Capture Guide List, see "Image Capture Guide List Display" (P.128).

❶ **Insert the card saving the Guide List to the camera.**

❷ **Turn the camera power on and set the mode dial to [ ].**

❸ **Choose the CF card having the Guide List with the `CARD`/`IN` button.**

❹ **Press the `J` button.**

❺ **Select [ADD] and press the ▶ button.**
The screen for adding the Guide List will be displayed.
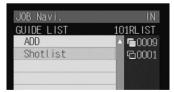
❻ **Choose the Guide List (Shotlist) you want to add and then press the ENTER button.**
The display will return to the JOB Navi. screen.

❼ **Choose the desired Guide List and then press the ▶ button.**

❽ **Choose the desired image title (Item No.1) and then press the ENTER button.**

**Note** • You can change the recording settings of the image quality mode, exposure compensation, white balance, etc.

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

After recording the image, the screen will return to the image select screen. The number of recordings will be displayed on the right of the image title for images where recording is finished. (Several recordings can be made of one image title.)



**➓ Repeat steps ➑ and ➒ until all the images have been recorded.**

**⓫ When all the images have been recorded, press the CANCEL button.**

⟨Note⟩ • If the Keep Settings mode for [GUIDE LIST] is set to [ON], even if the mode dial is set to another setting during recording (steps ➑ or ➒) or the power is turned off, you can perform operation from the previous image select screen by switching to still image mode. However, you cannot do this if you change the storage memory.

## Pasting the Recorded Images to the Table
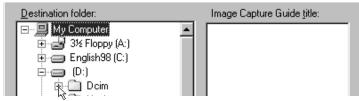
This function enables you to paste images recorded with the camera to a Microsoft Excel document.

**➊ Insert the card with which you have finished recording into the camera.**

**➋ Start Microsoft Excel and open [Sample1.xlt].**

**➌ Click on [Enable Macros].**

**➍ Click on the [Paste All Images] button.**

The dialog box for selecting the Guide List title will be displayed.

**➎ Click on [+] on the left of the card drive.**

The list of folders will be displayed.

**➏ Click on [+] on the left of the [Dcim] folder.**
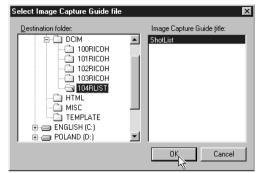
### ❼ **Select the [xxxrlist] folder.**

When you record images using the Guide List, a [(no.) rlist] folder is created for each series of recordings (for example, [101rlist], [102rlist]). The folder with the highest number is the newest folder. Select the newest folder.

### ❽ **Select the Guide List and then click on [OK].**
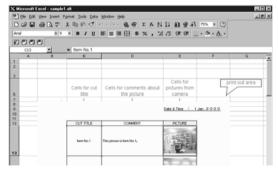


The window for specifying the position for pasting the image will be displayed.

### ❾ **Select the first cell in which a camera image will be pasted (E13 in this sample) and click on [OK].**



The image has now been pasted in the document.



〈Note〉 • If several images are recorded for one frame, the window for selecting an image will be displayed. Follow the instructions and select an image.

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## ■ **Other Functions**

The [Update image title] and [Paste Selected Images] functions are used as follows.

● **Update image title**

After the Guide List created on Excel has been sent to the camera, if the image list is changed (changing the order of the titles) by camera operation (operating the camera independently), the image list in the PC and the image list in the camera will no longer match. The [Update image title] function pastes the image list altered with the camera in one go into the Excel table so that the lists match.

❶ **Click on the [Update Iimage Title] button.**

❷ **Select the Guide List to be incorporated and click on [OK].**

❸ **Select the first cell in which an image is to be pasted and click on [OK].**

The image list in the camera is written in order from top to bottom with the specified cell at the head.

● **Paste selected images**

The [Paste selected images] function pastes only the specified images in the Guide List from the camera.

❶ **Click on the [Paste Selected Images] button.**

❷ **Select the Guide List and click on [OK].**

❸ **Select the cell in which the title of the image to be pasted is displayed and click on [OK].**

❹ **Select the cell in which the image is to be pasted and click on [OK].**

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# Using the Image Capture Guide List on Word

This section explains the series of operations, using sample templates, for creating an Image Capture Guide List (hereafter referred to as Guide List) based on Word, transferring it to the camera, recording images according to the list and incorporating the recorded images in a document.

**Important Note**
- The Guide List Tool Kit can only be used on PCs running Windows. It cannot be used on a Macintosh.
- Instructions for installing the Guide List are given in Chapter 1.
- If you are using Word 2000, select [Tool] → [Macro] → [Security] in advance and set the [Security Level] to [Medium].

**Note**
- You can create an original Word document by editing the sample templates. For further details, refer to the [Readme] file (in the [Word Templates] folder in [My Documents]).
- If the Guide List Tool Kit has been installed without any changes to the standard settings, a [Word Templates] folder containing sample documents will be created in the [My Documents] folder.
- Use the sample template files in the folder by renaming the file name.

## Creating a Guide List

This function enables you to create a Guide List file from sample Word templates.

**❶ Insert the CF card which you have formatted with the camera.**
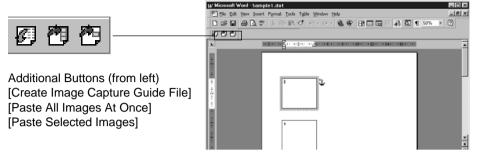
**❷ Start up Microsoft Word and open [Sample1.dot].**
If you have performed standard installation, [Sample1.dot] will be in the [Word Templates] folder in [My Documents].
The message confirming that the document contains macro will be displayed.

### ❸ **Click on [Enable Macros].**
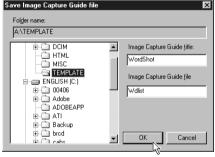
The document will be displayed. Check that the following 3 buttons have been added to the tool bar.



Additional Buttons (from left)
[Create Image Capture Guide File]
[Paste All Images At Once]
[Paste Selected Images]

### ❹ **Click on the ▣ [Create Image Capture Guide File] button.**

The dialog box for specifying the location of the Guide List file, the Guide List title and Guide List file name will be displayed.

### ❺ **Select the location of the Guide List file, specify an appropriate Guide List title and file title (maximum 8 characters), and click on [OK].**



Each [LAYOUT FRAME] title created in the document has now been incorporated in the Guide List as an image title, and the Guide List has been saved on the disk as a Guide List file.

### ❻ **Exit the Microsoft Word and remove the card.**

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# Recording Images Using the Guide List

This operation is the same as in "Recording Images Using the Guide List" for Excel (P.106).
When you have finished recording images, connect the camera and the PC once more.

# Pasting the Recorded Images into a Document

This function enables you to paste images recorded with the camera into a Microsoft Word document.

❶ **Insert the card with which you have finished recording.**

❷ **Start up Microsoft Word and open [Sample1.dot].**

❸ **Click on [Enable Macros].**
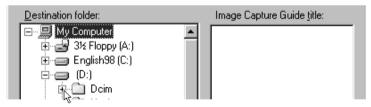
❹ **Click on the [Paste All Images At Once] button.**

❺ **Click on [+] on the left of [Card].**
The list of folders will be displayed.

❻ **Click on [+] on the left of the [Dcim] folder.**



❼ **Select [xxxrlist] folder.**
When a Guide List is created and images are recorded, an xxxrlist folder (e.g. 101rlist, 102rlist) is created for each series of images ([(no.) RLIST] may be displayed according to the set-up for Windows). The folder with the highest number is the newest folder. Select the newest folder.

**⓼ Select a Guide List and click [OK].**

An image is pasted into each layout frame in the document .



⟨**Note**⟩ • If several images are recorded for 1 frame, the window for selecting an image will be displayed. Follow the instructions and select an image.

### ■ Other Functions

The [Paste Selected Images] function is for pasting only the specified image in the list from the specified folder in the PC.

**❶ Use the mouse to select the layout frame in which you wish to paste an image.**

**❷ Click on the  [Paste Selected Images] button.**

**❸ Select a Guide List and click [OK].**

The list of image title will be displayed.

**❹ Select the image title to be pasted and click on [OK].**

The selected image will be pasted into the document.

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# Setting the Image Capture Guide List on the Browser

This section explains how to create an Image Capture Guide List (hereafter referred to as Guide List) on the browser, and how to transfer a Guide List saved as a file to the camera.

**Note** • Instructions on how to record images using the Guide List are given in "Recording Images Using the Guide List" (P.106).

## Displaying the Guide Lists

This function enables you to display the JOB Navi. Image Capture Guide Lists in the camera media.
All the various Guide List settings start from this screen.
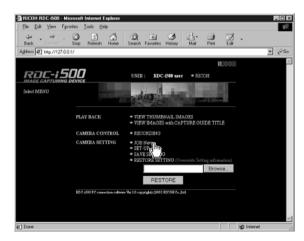
**❶ Check that the camera is properly connected to the PC, that the camera and the PC are turned on, and that the camera mode dial is set to [⤳].**

**❷ Start up the browser from the PC, input the IP address and display the camera's homepage.**

**See** • P.28 "Opening the Camera's Homepage on the Browser"
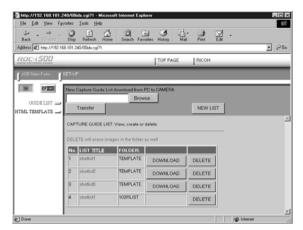
**❸ Click on [JOB Navi.].**



The Guide Lists recorded in the camera will be displayed.
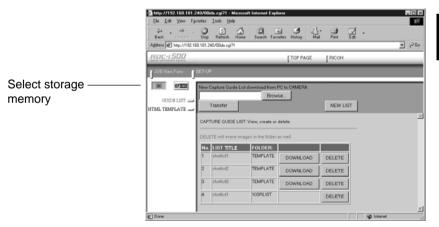
**❹ Check that [GUIDE LIST] on the left of the screen has been selected.**

If [HTML TEMPLATE] has been selected, click on [GUIDE LIST].



**❺ If you wish to change the storage memory, click on [IN] or [CF CARD].**

The Guide Lists recorded in the selected storage memory will be displayed.

Select storage memory



The [Guide List] for images already recorded can also be displayed in addition to the [Guide List Setup File] in the [TEMPLATE] folder.

The various functions which can be started from this screen, such as editing the Guide List, are explained in order in the following pages.

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Using JOB Navi. Func. Image Capture Guide List

# Creating a New Guide List

This function enables you to create a new Guide List.

**❶ Display the Guide Lists and select the storage memory in which you wish to add a new Guide List.**

The Guide Lists currently stored in that particular storage memory will be displayed.

**See** • P.114 "Displaying the Guide Lists"

**❷ Click on [NEW LIST].**



The screen for setting images in a new Guide List will be displayed.

**❸ Move the mouse pointer to the area on the right of [NEW LIST TITLE], click on the area and input the new list title using the keyboard.**

Specify the list title within 16 characters.

**❹ Move the mouse pointer to the [IMAGE TITLE] area, click on the area and add the list of images in the new Guide List using the keyboard.**

One line is for one image title.
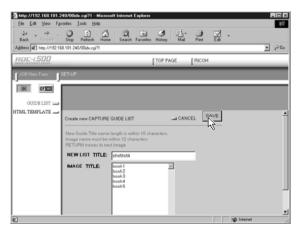
If you input characters in the first line of [IMAGE TITLE], that becomes the first image title. If you press the [Enter] key or [return] key to change the line and input different characters, that becomes the title of the second image.

This operation enables you to add images as necessary.

The image titles must be within 12 characters.



**❺ When you have finished setting the image list, click on [SAVE].**



The new Guide List is now completed and the screen returns to the Guide List screen.

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# Editing the Guide List

This function enables you to edit the images (image titles and number of images) in the Guide List.

**❶ Display the Guide List containing the list you wish to edit.**

> **See** • P.114 "Displaying the Guide Lists"

**❷ Click on the title of the list you wish to edit.**
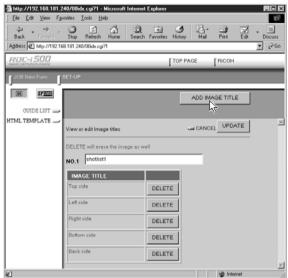


The titles of the images that have been set in the list will be displayed.



The following editing operations can be performed from this screen.

## ■ **Adding an Image**

**❶ Click on [ADD IMAGE TITLE] on the image title screen.**



The screen for editing the image titles will be displayed.

**❷ Move the mouse pointer to the [NEW IMAGE TITLE] area, click on the area and add the image title using the keyboard.**
Use one line for one image title.

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❸ **When you have finished adding image titles, click on [SAVE].**



The screen will return to the image title screen. If you then click on [OK], the screen will return to the screen showing the Guide Lists.

## ■ Editing an Image Title

❶ **Click on the image title that you wish to edit on the image title screen.**



The screen for editing the image titles will be displayed.

❷ **Edit the image title displayed using the keyboard.**

❸ **When you have finished editing, click on [UPDATE].**



The screen will return to the image title screen. If you then click on [CANCEL], the screen will return to the screen showing the Guide Lists.

■ **Deleting an Image Title**

> **Important Note**  • DELETE will automatically delete the image recorded under that title as well.

❶ **Click on [DELETE] for the image title you wish to delete from the image list.**



The confirmation screen will be displayed. The image title will be displayed when you click on [OK].

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# Deleting a Guide List

This function enables you to delete a Guide List.

**❶ Display the Guide List containing the list you wish to delete.**

**See** • P.114 "Displaying the Guide Lists"

**❷ Click on [DELETE] for the list you wish to delete.**



The confirmation screen will be displayed. The list will be delete when you click on [OK].

# Saving the Guide List on the PC

This function enables you to save the Guide List on the hard disk, etc. of the PC.

**Note**
- Use this function in the following cases:
  - When you want to make a backup file of important Guide Lists.
  - When you want joint possession of the same Guide List, like the templates (in this case, save the Guide List first, then connect another camera and send the saved Guide List to this camera).

**❶ Display the Guide List containing the list you want to save.**

**See** • P.114 "Displaying the Guide Lists"

**❷ Click [DOWNLOAD] for the list you want to save.**



The dialog box for specifying the location and file name will be displayed.

**❸ Specify the location and file name and then click on [SAVE].**
The image will be saved in the PC.

**Note**
- The file name extension [.lst] is automatically attached to the end of the file name.
- When sending and receiving data with the camera, depending on the browser settings, the following screen may be displayed. In this case, select [Save this program to disk].



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# Transferring the Guide List Saved in the PC to the Camera

This function enables you to download the Guide List file saved on the PC hard disk, etc., and transfer it to the camera media.

**❶ Display the Guide Lists and select the media to which the list is to be sent.**
The Guide Lists currently in the media are displayed.

**See** • P.114 "Displaying the Guide Lists"

**❷ Click on [Browse...].**



The dialog box for selecting the Guide List file will be displayed.

**❸ Specify the location of the file to be downloaded, select the file and click [OPEN].**
The selected file will be displayed on the screen.

❹ **Click on [Transfer].**



The selected Guide List will be transferred to the camera media.
When the transfer is completed, the Guide Lists including this list will be
displayed.

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# Setting the Image Capture Guide List Independently on the Camera

You can rearrange the image order and delete the Image Capture Guide List on the camera.

<Note> • Instructions for recording images using the Guide List are given in "Recording Images Using the Guide List" (P.106).

## Rearranging the Image List

You can rearrange the images of the Guide List stored in the camera storage memory.

**❶ Set the mode dial to [  ].**

**❷ Press the  /  button and select the storage memory containing the Guide List.**

**❸ Press the  J  button.**

**❹ Select the name of the desired Guide List and press the  ▶  button.**

```
JOB Navi.                    IN
GUIDE LIST              101RLIST
  ADD                    ▲ ▭0009
  Shotlist                 ▭0001


         END      SELECT
      CANCEL         ●
```

**❺ Choose the desired image title you want to move and press the FUNCTION button.**

The  mark will be displayed to the right of the Image Title.

```
JOB Navi.               CF CARD
Shotlist                101RLIST
■ Item No.1           ▲
■ Item No.2
■ Item No.3
■ Item No.4
■ Item No.5           ▼   ▭0000
   CANCEL    HOLD        OK
   CANCEL  FUNCTION    ENTER
```

**❻ Press  ▲  or  ▼  to move the image upwards or downwards in the Guide List.**

```
JOB Navi.               CF CARD
Shotlist                101RLIST
■ Item No.3
■ Item No.1
■ Item No.2
■ Item No.4
■ Item No.5           ▼   ▭0000
   CANCEL   RELEASE
   CANCEL  FUNCTION
```

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**❼ Press the FUNCTION button again.**
Changing the order is complete.

```
JOB Navi.            CF CARD
Shotlist            101RLIST
■ Item No.3
■ Item No.1
■ Item No.2
■ Item No.4
■ Item No.5                 □0000
   CANCEL      HOLD        OK
   CANCEL    FUNCTION     ENTER
```

## Deleting a Guide List

**❶ Set the mode dial to [ ].**

**❷ Press the CARD/IN button and select the storage memory containing the Guide List.**

**❸ Press the J button.**

**❹ Choose the desired Guide List you want to delete and press the 🗑 buton.**

```
JOB Navi.                IN
GUIDE LIST          101RLIST
ADD                    ▲ 🗂0009
Shotlist                🗂0001

      END      SELECT
   CANCEL       ●
```

**❺ When the confirmation message is displayed, press the shutter release button.**
Deleting the Guide List will be complete.
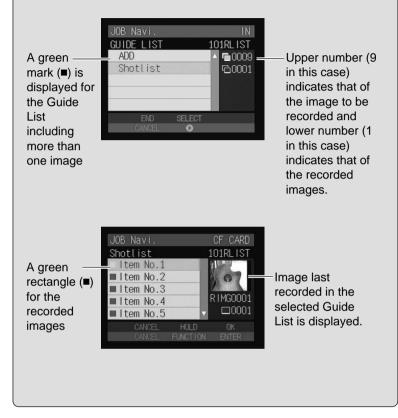
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**Tips**

## Image Capture Guide List Display

The following display is used when you shoot using the Image Capture Guide List. Use this Guide List prepared in advance to ensure no images are forgotten.

A green mark (■) is displayed for the Guide List including more than one image

```
JOB Navi.              IN
GUIDE LIST      101RLIST
  ADD           ▲ 🖻0009
  Shotlist        🖻0001


    END    SELECT
    CANCEL   ●
```

Upper number (9 in this case) indicates that of the image to be recorded and lower number (1 in this case) indicates that of the recorded images.

A green rectangle (■) for the recorded images

```
JOB Navi.         CF CARD
Shotlist        101RLIST
   Item No.1
 ■ Item No.2
 ■ Item No.3
 ■ Item No.4    RIMG0001
 ■ Item No.5     ▢0001
  CANCEL   HOLD     OK
  CANCEL  FUNCTION ENTER
```

Image last recorded in the selected Guide List is displayed.

Chapter 6

# Using the Extension Functions

# Using the RDC-i Explorer Plug-In

If you have installed the RDC-i Explorer Plug-In on Windows, you can copy the camera data into the PC and make a backup file of the camera settings in the PC.

> **Important Note**
> • The flash lamp (red) blinks during transmission of data to the PC except when the camera is connected to a LAN. Do not disconnect the cable or turn off the camera during transmission as the camera or the PC may be affected. If the cable is disconnected during transmission, turn the camera and the PC on again.
> • If possible, use an AC adapter and avoid powering the camera by the battery. If the power fails during operation, the camera and the PC may be affected.
> • You can read and write freely in the files in the camera's storage memory with Explorer or Desktop. However, you cannot write in the camera's storage memory from the application. First save the files in the PC disk and then copy them by using Explorer.
> • The RDC-i icon is not connected to the camera, but is normally mounted in the folder display area. If you try to access RDC-i when the camera is not connected to the PC, a connection error will result.
> • The non-compressed still images are saved in a specific TIFF file format. The generic graphics applications therefore may not open those files when you transfer them from the camera to a PC by using the RDC-i Explorer Plug-In. In this case, use the TWAIN function (P.140) to open the TIFF files.

❶ **Connect the camera correctly to the PC and set the camera's mode dial to [ ᴧ⌇ ]. Then turn the camera and the PC on.**

❷ **Select [Windows Explorer] under [Programs] in the [Start] menu.**
Explorer will start up.

❸ **Move the pointer to [RDC-i] on the left of the window and click the right button.**
The menu will be displayed.

**4 Click on [RDC-i Properties...].**

The window for setting the camera's IP address will be displayed.

**5 Input the figures displayed on the camera's LCD monitor (4 figures separated by ".").**

**6 Click [OK].**

The camera is now detected by the PC.

If you click [+] on the left of [RDC-i], the camera's storage memory will be displayed. You can then open, copy or delete a folder or file in the same way as with an ordinary disk.

Normally, images are saved in [100ricoh] in the [DCIM] folder.

When disconnecting the camera wiith a PC or turning off the camera, select [Disconnect] from the [RDC-i] menu.

> Important Note
> • You can change the folder name in the storage memory using RDC-i Explorer Plug-In, but unless you change the file name based on the DCF format, the folder will not be recognized properly by the camera. The folder name will not be recognized by the camera unless it is 3 figures followed by 5 letters, as in [100RICOH].
> • If you change a folder name on the CF card using RDC-i Explorer Plug-In, or use the CF card on another camera, the folder name may fail to be read and the stored images may fail to be downloaded.

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Using the Extension Functions

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**Tips** **Using the Microsoft Power Point Presentation Data**

If you copy the presentation data created using Microsoft Power Point in the camera, you can do a presentation anytime anywhere.
Save the presentation data created on Power Point in [JPEG File-Interchange Format].



If you save the data in this format, a new folder will be created and each page of the presentation data will be saved in the folder as a JPEG image file. Then copy all files (pages) in the folder to a certain folder in the camera's 'DCIM' folder by using the RDC-i Explorer Plug-In.
If you later select the folder on the camera and play it in auto mode, you can make a presentation only with a camera.
When you insert the card used on the camera into a PC and copy the images used for the presentation on it, they may not be properly displayed on the LCD monitor of the camera.

# Using the RDC-i Mounter

By installing the RDC-i Mounter in Macintosh, you can copy data and make a backup file of the camera in a PC.

> **Important Note**
> • The flash lamp (red) blinks during transmission of data to the PC except when the camera is connected to a LAN. Do not disconnect the cable or turn off the camera during transmission as the camera or the PC may be affected. If the cable is disconnected during transmission, turn the camera and the PC off and then turn them on again.
> • If possible, use an AC adapter and avoid powering the camera by the battery. If the power fails during operation, the camera and the PC may be affected.
> • In the Finder, you can read the files stored in the camera storage memory or store them in the memory, but can not store them in the camera storage memory using the PC application. When you want to play files created using the PC application, save them in the PC disk and copy them to the camera in the file name format of '8 letters + extension'.
> • The non-compressed still images are saved in a specific TIFF file format. The generic graphics applications therefore may not open those files when you transfer them from the camera to a PC by using the RDC-i Mounter. In this case, use the TWAIN function (P.140) to open the TIFF files. The images transferred from the camera to a PC by using this TWAIN functon will be converted to the generic TIFF files.

❶ **Connect the camera correctly to the PC and set the camera's mode dial to [∿]. Then turn the camera and the PC on.**

❷ **Select [RDC-i Mounter] from [Control Panels] in the Apple menu.**
The following window will be displayed.



❸ **Select [Port].**
If you are using a USB connection, select [USB] and if you are using a LAN connection, select [Ethernet].

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❹ **Select [TCP/IP] from [CONTROL PANEL] in the Apple menu, and set as below depending on the connection method.**

● **USB Connection**
- When your Macintosh is set to be connected to the Internet using PPP, select [RICOH RDC-i] for [Connect via].
- When your Macintosh is set to be connected to the Internet via the network, select [Ethernet] for [Connect via].
- When not using the cases above, select [RICOH RDC-i] for [Connect via].



● **LAN Connection**
Select [Ethernet] for [Connect via].



When setting is complete, close the TCP/IP control panel.

**❺ In the case of LAN Connection, click on [IP Address] in the RDC-i Mounter control panel, and select [IP Address Setting]. Enter the IP address (dot-separated four numbers) on the LCD monitor of the camera, and click [OK].**

```
Enter RDC-i700 / i500 IP Address & Comments

IP Address (Example: 129.0.0.1)    192.168.181.240

Comments (31 character max)

  192.168.181.240                   ⬦

  Add Menu      Delete Menu      Cancel      OK
```

**❻ Click on [Mount] for the storage memory you wish to connect.**
The camera icon will be displayed on the desktop.

⟨Note⟩ • By designating the directory, you can change the folder mounted on the desktop.
• If you are using a USB connection and you select [Auto Mount], mounting will be performed automatically when the camera is connected.

You can then open, copy and delete the folders and files.
When you no longer need the connection, click on [Unmount] in the RDC-i Mounter control panel or drag the camera icon and drop it in the [Trash].

(Important Note) • You can change the folder name in the storage memory using the RDC-i Mounter, but unless you change the file name based on the DCF format, the folder will not be recognized normally by the camera. The folder name will not be recognized by the camera unless it is in 3 figures followed by 5 letters, as in [100RICOH].
• Specify the file name in 8 characters + extension ([.] + 3 characters).
• If you change the folder name on the CF card using the RDC-i Mounter or use the CF card on another camera, the folder name may become unreadable or the files saved on the card may become unreadable.
• If you are connecting to the Internet selecting [PPP] for [Connect via] at TCP/IP control panel, changing to [RDC-i] for [Connect via] will disable the connectivity to the Internet. To connect to the Internet, select [PPP] for [Connect via].

# **Making a Backup File of the Camera Settings**
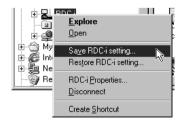
This section explains how to [SAVE SETTING DATA] to make a backup file of all the information currently set in the camera (all information other than recorded images and motion pictures, voice memo data, etc.), and how to [RESAVE SETTING DATA] to restore the backup information to the camera.

〈**Note**〉 • Use this function in the following cases:
  • When you wish to make a backup file of camera settings in case of accident or misoperation
  • When you wish to have joint possession of the settings (in this case, make a backup file, then connect another camera and restore the backup settings to the other camera)
  • When several people are using the same camera (each user should make their own settings in advance, then a backup file should be made and the settings changed by restoring each time the user changes)

## **Making a Backup File**

### ■ **For Windows**

❶ **Connect the camera correctly to the PC and set the camera's mode dial to [ ～ ]. Then turn the camera and the PC on.**

❷ **Select [Windows Explorer] under [Programs] in the [Start] menu.**
Explorer will start up.

❸ **Click on the [RDC-i] icon with the right button and select [Save RDC-i setting...] from the menu displayed.**

| RDC-i |
| --- |
| **Explore** |
| Open |
| Save RDC-i setting... |
| Restore RDC-i setting... |
| RDC-i Properties... |
| Disconnect |
| Create Shortcut |

The dialog box for specifying the location and file name will be displayed.

❹ **Specify the location and file name and then click on [Save].**
The settings are now saved in the PC.

• In this section, the explanation uses the method of clicking the right button, but the function can also be selected from the Explorer [File] menu.

## ■ **For Macintosh**

In the case of Macintosh, [Save Configuration File...] and [Restore Configuration File...] are performed using the [SETUP MENU] application.

**❶ Connect the camera correctly to the PC and set the camera's mode dial to [ ]. Then turn the camera and the PC on.**

**❷ Select [RDC-i Mounter] in [Control Panels] from the Apple menu.**
The RDC-i Mounter window will be displayed.

**❸ Click on [Set Prefs...].**

• You cannot click on [Set Prefs...] unless one of the storage memories has been mounted. If the storage memory has not been mounted, mount it first (P.133).
   • Depending on the connection method and conditions, the screen for inputting the camera's IP address may be displayed. In this case, input the IP address displayed on the camera's LCD monitor.

The selection screen will be displayed.

**❹ Select [Save Configuration File...].**

```
RDC-i700 / i500 Preferences
    Save Configuration File…
    Restore Configuration File…
    Stamp Transfer…
                          OK
```

The dialog box for specifying the location and file name will be displayed.

**❺ Specify the location and file name and then click on [Save].**
The settings are now saved in the PC.

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**Using the Extension Functions**

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# Restoring the Backup Settings to the Camera
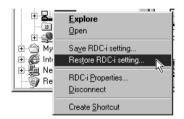
This function enables you to restore the camera backup settings saved on a PC disk to the camera.

> **Important Note** • When this function is executed, all the other current camera settings are erased.

## ■ **For Windows**

**❶ Connect the camera correctly to the PC and set the camera's mode dial to [ ~ ]. Then turn the camera and the PC on.**

**❷ Select [Windows Explorer] under [Programs] in the [Start] menu.**
Explorer will start up.

**❸ Click on the [RDC-i] icon with the right button and select [Restore RDC-i setting...] from the menu displayed.**

| **Explore** |
| Open |
| Save RDC-i setting... |
| Restore RDC-i setting... |
| RDC-i Properties... |
| Disconnect |
| Create Shortcut |

The dialog box for selecting the file for downloading will be displayed.

**❹ Select the file and then click on [Open].**
The selected settings are now transferred to the camera.

**❺ Turn off the camera and turn it on again about 10 seconds later.**
You can now use the camera with the transferred settings.

> **Note** • In this section, the explanation uses the method of clicking with the right button, but the function can also be selected from the Explorer [File] menu.

## ■ **For Macintosh**

**❶ Connect the camera correctly to the PC and set the camera's mode dial to [ ⌒ ]. Then turn the camera and the PC on.**

**❷ Select [RDC-i Mounter] from [Control Panels] in the Apple menu.**
The RDC-i Mounter window will be displayed.

**❸ Click on [Set Prefs...].**

> **Note** • You can click on [Set Prefs...] if one of the storage memories has been mounted. If the storage memory has not been mounted, mount it first (P.133).
> • Depending on the connection method and conditions, the screen for inputting the camera's IP address may be displayed. In this case, input the IP address displayed on the camera's LCD monitor.

The selection screen will be displayed.

**❹ Select [Restore Configuration File...].**

RDC-i700 / i500 Preferences

Save Configuration File...

Restore Configuration File...

Stamp Transfer...

OK

The dialog box for selecting the file for downloading will be displayed.

**❺ Select the file and then click on [Open].**
The selected setting data is now transferred to the camera.

**❻ Turn off the camera and turn it on again about 10 seconds later.**
You can now use the camera with the transferred settings.

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**Using the Extension Functions**

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# Using the TWAIN Function

If you use the TWAIN function, you can download, display and edit images recorded in the camera directly from the application software. However, the TWAIN function can only be used on application software that is compatible with TWAIN.

**Note** • In general, most graphic application software is compatible with TWAIN.
• The non-compressed still images are saved in a specific TIFF file format. The generic graphics applications therefore may not open those files when you transfer them from the camera to a PC by using the RDC-i Explorer Plug-In and RDC-i Mounter. In this case, use the TWAIN function to open the TIFF files. The images transferred from the camera to a PC by using this TWAIN functon will be converted to the generic TIFF files.
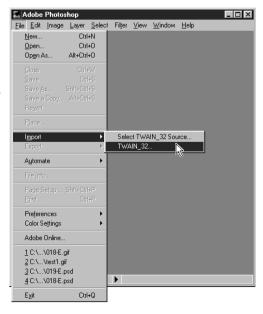
## For Windows

This section explains how to use the TWAIN function on a PC running Windows.

❶ **Check that the camera is properly connected to the PC, that the camera is turned on, and that the camera's mode dial is set to [∿].**

❷ **Start up the TWAIN-compatible application software on the PC.**
The instructions given here are based on [Adobe Photoshop] application software.

❸ **Select [TWAIN_32...] from the [Import] menu under [File] menu.**
The names of the functions in the menu may differ depending on the application software. For further details, refer to the operation manual for the application software.

• If you have connected several items of TWAIN-compatible equipment, it is necessary to select which TWAIN equipment you will use before performing the operation described on the previous page (the camera uses [RDC-i TWAIN]). Use the function titled [Select TWAIN_32 Source...] or similar. In most cases, this item is found next to [TWAIN_32...]. For further details, refer to the operation manual for the application software.

• Depending on the connection method and conditions, the screen for inputting the camera's IP address may be displayed. In this case, input the IP address displayed on the camera's LCD monitor.

The screen for selecting the storage memory, folder and file will be displayed. (Depending on the application software, there may be the additional procedure of specifying the file format.)

❹ **Select the storage memory and folder, and then select the image you wish to download from the list of files displayed and click on [Download].**



The selected image will be downloaded and displayed on the screen.

Note • If you click on [Display] in the thumbnail area, you can check a compressed view of the selected image.

• If you attach a check mark to [Auto Preview], a compressed view of the selected image will automatically be displayed.

• You can change the camera's IP address by clicking on [Properties].

# For Macintosh

This section explains how to use the TWAIN function on a Macintosh.

**❶ Check that the camera is properly connected to the PC, that the camera is turned on and that the camera's mode dial is set to [∿].**
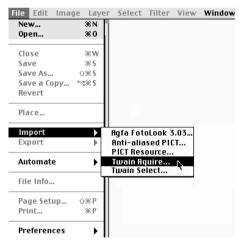
**❷ Mount the storage media of the camera to which you want to download using the RDC-i Mounter.**
Instructions on how to mount the camera media, see "Using the RDC-i Mounter" (P.131).

**❸ Start up the application software compatible with TWAIN on the PC.**
The explanation given here is based on [Adobe Photoshop] application software.
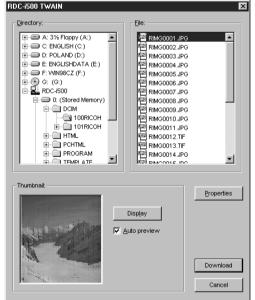
**❹ Select [TWAIN Aquire...] from the [File] menu.**
The names of the functions in the menu may differ depending on the application software. For further details, refer to the operation manual for the application software.



<Note> • If more than one item of TWAIN-compatible equipment has been connected, it is necessary to select which TWAIN equipment you will use before performing the operation described above (the camera uses [RDC-i TWAIN]). Use the function titled [Select TWAIN Select...] or similar. In most cases, this item is found next to [TWAIN Aquire...]. For further details, refer to the operation manual for the application software.

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• Depending on the connection method and conditions, the screen for inputting the camera's IP address may be displayed. In this case, input the IP address displayed on the camera's LCD monitor.

The following will be displayed.



**❺ Click on [Select Folder...].**

The dialog box will be displayed to select a folder.

**❻ Click on [DESKTOP], select a camera's storage memory, select the target folder and click on [Select].**

The image list in the selected folder will be displayed.



**❼ Double click the target image.**

The selected image will be downloaded and displayed on the screen.

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# Chapter 7

# Setting the Receiving PC for Direct Upload

# **Setting the Receiving PC for Direct Upload**

This section explains the preparations and settings to be made on the PC that will receive direct upload from the camera.

**Note** • For details of how to use the direct upload function, refer to "Uploading Directly to a Computer" and "Using the Direct Upload Function" in the 'Communication/Internet' operation manual.

## **For Windows**

This section gives a broad outline of the preparations to be performed on the receiving PC. For details of actual installation and setting, refer to the Windows HELP function and the operation manual.
In addition to the [Direct Upload] software on the CD-ROM supplied, you will need to install the [Dial-Up Server] software supplied with Windows 98 in the receiving PC.

If standard installation of the [Direct Upload] software explained in Chapter 1 was performed, the software should already be installed in the PC.
On the other hand, the [Dial-Up Server] software is not installed by standard Windows installation procedures. The installation method for [Dial-Up Server] is explained in this section.

Check in advance that the modem is correctly connected and that it is possible to access the Internet using the modem.

### ■ **Installing the Dial-Up Server Software**

The explanations in this section use the settings for Windows 98.
This operation enables you to install the Dial-Up Server software. Have the Windows 98 CD-ROM ready.

**Important Note** • Installing the Dial-Up Server software can not be completed until the dial-up adapter is displayed in the Network Component window. → P.169 "Installing the Dial-Up Adapter"

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**❶ Select [Control Panel] from the [Start] menu.**

The control panel window will be opened.

**❷ Double click on [Add/Remove Programs].**

The [Add/Remove Programs Properties] window will be opened.

Add/Remove
Programs

**❸ Click on the [Windows Setup] tab.**

The Windows file screen will be displayed.

**❹ Select [Communications] and click on [Details...].**

The following screen will be displayed.

**❺ Tick [Dial-Up Server] and click on [OK].**

**❻ Click on [OK].**

Installation starts. Follow the on-screen instructions to set the Windows CD-ROM and perform installation.

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## ■ **Preparing the Receiving PC**

When installation of the software is completed, perform the following operation to put the telephone in standby status. When a direct upload call comes from the camera, the telephone will automatically switch to receiving mode.

❶ **Double click on [My Computer] and then double click on [Dial-Up Networking].**

Dial-Up
Networking

❷ **Select [Dial-Up Server...] from the [Connections] menu.**
The dial-up server setup screen will be displayed.

❸ **Select [Allow caller access].**

❹ **Click on [Change Password...].**
The password setup screen will be displayed.

❺ **Enter a password.**
If you are entering a password for the first time, leave the [Old password] area blank. Enter your password in the [New password] and [Confirm new password] areas.

The password entered here becomes the PPP password for dial-up account that is set up by the camera.

❻ **Click on [OK] to close the password window.**

**⑦ Click on [Server Types].**

The screen for setting the type of server will be displayed.

**⑧ Select [PPP: Internet, Windows NT Server, Windows 98] from [Type of Dial-Up Server].**

**⑨ Tick the [Enable software compression] and untick the [Require encrypted password].**



**⑩ Click on [OK] to close the [Server Types] window.**

**⑪ Click on [OK] to close the [Dial-Up Server] window.**

**⑫ Select [Programs] → [RDC-i Direct Upload] from the [Start] menu.**

The following screen will be displayed.



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**Setting the Receiving PC for Direct Upload**

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**⓭ Set [Direct Upload root directory] and [Direct Upload Log file name].**

**Direct Upload root directory :**
Specify the folder to receive the incoming file. If you wish to specify a folder on the camera side, leave blank.

**Direct Upload Log file name :**
If you wish to make a log file (a record of connections and transmissions) for Direct Upload, input the file name here. No log file will be made if there is no entry.

〈Note〉 • Setting of the port number, user name and password is not required.

**⓮ Click on [Start].**
Direct Upload is in standby status.
To use direct upload from outside the company, before leaving the company do not forget to open this screen and click on [Open].

If you click on [Conceal], the window will be closed and the icon will be added at the right end of the task bar. By clicking on the icon, you can display the original window.



〈Note〉 • If you want to change the settings after clicking on [Open], click on [Apply] (The settings will be applied in the standby status.).

〈Important Note〉 • When the dial-up server does not operate properly despite the correct configuration of the receiving PC for Direct Upload, check the dial-up settings. → P.169 "Checking the Dial-Up Settings"

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# For Macintosh

This section gives a broad outline of the preparations to be performed on the receiving Macintosh. For details of actual installation and setting, refer to the Macintosh and software HELP functions and the operation manual.

> **Important Note**
> • If you are using a MacOS version earlier than MacOS9 (e.g. 8.6), you will need to install ARA (Apple Remote Access). When you are using MacOS 9 with the Remote Access control panel disabled, open the Extensions control panel, enable it and restart Macintosh. (If the Remote Access control panel has not been installed, install it with the MacOS 9 CD-ROM installer.)

## ■ Preparing the Receiving Macintosh

Perform the following operation to put the telephone in standby status. When a direct upload call comes from the camera, the telephone will automatically switch to receiving mode.

## ■ TCP/IP settings

When your Macintosh is not connected to a LAN, open the TCP/IP control panel and set as follows.

Connect via:          Ethernet
Configure:            Manually
IP Address:           1.1.1.1
Subnet mask:          255.255.255.0
Router address:       1.1.1.2
Name server addr(ess): 1.1.1.3

You can input any numbers at will including the numbers shown above. However do not use '0.0.0.0' having a particular meaning on a network. Set the address so that the first 3 units of numbers be the same (e.g. '1.1.1.x').

## ■ Remote Access settings

❶ **Open the Remote Access control panel.**

❷ **Select [Answering...] from Remote Access menu.**

❸ **Check [Answer calls] and [Allow TCP/IP clients to connect using PPP] under [PPP Server Setup].**

❹ **Input "1.1.1.4' for [Default client IP Address].**

❺ **Click [OK].**
After you finished setting, keep the Remote Access program running.

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Setting the Receiving PC for
Direct Upload

## ■ File Sharing settings

❶ **Open the File Sharing control panel.**

❷ **Double-click the [Start/Stop] tab.**

❸ **Check [Owner Name] and [Owner Password].**
These settings are used for the PPP account and PPP password in the camera.

❹ **Click on the [Users&Group] tab.**

❺ **Select the same owner name you checked in step ❸ and click [Open].**

❻ **Select [Remote Access] from [Show] popup menu and select [Remote Access].**

❼ **Check [Allow guests to dial in to this computer] and close the File Sharing control panel.**

## ■ Using the RDC-i Direct Communication software

### ❶ Start up [RDC-i Direct Upload].

[RDC-i Direct Upload] is installed in the root folder of the startup disk immediately after installation.

RDC-iDirect Upload

### ❷ If you wish to make a direct upload log file (a record of connections and transmissions), set a folder and file name.

The images transferred from the camera will be saved in the folder specified as the destination folder.

If you do not need a log file, leave the log file name blank.

| RDC-i Direct Upload | |
|---|---|
| Data & Log Destination | Folder... |
| RDC-i Direct Upload Log File Name | RDC Direct.log |
| | Cancel    OK |

### ❸ Click on [OK].

Direct upload is in standby status.

To use direct upload from outside the company, before leaving the company do not forget to put the Macintosh in this status.

# Appendix

# Camera Settings When Connected to a PC

When the camera is connected to a PC by a USB cable or by LAN, depending on the PC or network environment, the camera may not function properly unless the settings are changed. This section deals with how to change the camera settings.

## ■ Character Input

Procedures for completing the entry prompt screen for PC connection environment and network environment require character input as explained below.

❶ **Choose the item for which you want to input characters and press the ⊕ button to display the character input screen.**

❷ **Move the cursor on the desired character by using the ▲ • ▼ • ◀ • ⊕ buttons and press the FUNCTION button.**

❸ **Press the ENTER button exit the character input screen.**

## ■ Deleting

In step ❷ above, use the ▲ • ▼ • ◀ • ⊕ buttons to move the cursor to the right of the character and press the 🗑 button.

# Setting the PC Connection Environment

If the PC and the camera are connected by a USB cable, it is necessary to set their mutual IP addresses in order to send and receive data.

**Note** • The 2 addresses set in this section are local addresses only used between the camera and the PC when they are directly connected.
• The [IP ADDRESS: PC] and [IP ADD: RDC-i500] settings are only valid when the camera is connected to a Macintosh. They are invalid when the camera is connected to a PC running Windows. (This setting is not required in the case of Windows.)

#### ● IP Address: PC
This is the IP address for the PC to which the camera is connected. The setting is in the form of [xxx.xxx.xxx.xxx] (each xxx being a figure from 0 to 255). The factory default setting is [192.168.187.183].
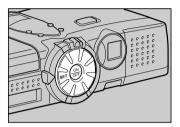
#### ● IP ADD: RDC-i500
This is the camera's own IP address. The factory default setting is [192.168.187.184].

### ❶ Set the mode dial to [SET].
The Setup menu will be displayed.

### ❷ Select [COMMUNICATION SETTINGS] and press the ENTER ▶ button.
The screen for setting the communication function will be displayed.

### ❸ Select [PC CONNECTION] and press the ENTER button.
The screen for setting the PC connection will be displayed.

### ❹ Set each item.

### ❺ When you have finished making the settings, press the ENTER button.
The settings are completed and the screen returns to the Setup menu.

**Appendix**

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# Setting the Network Environment

If you have connected the camera to a network using a LAN connection CF card, set the host name and various other addresses in order to send and receive data between the camera and other LAN equipment or a network.

The camera's factory default settings are relatively common, so normally there is no need to change the settings.
If transmission between the camera and the PC does not go smoothly, or if you wish to fix the camera's IP address, change the settings.

> **Important Note** • If you change the IP address to another address, turn the power off and then turn it on again.

● **RDC-i500 Host Name**
This is the camera's name on the network. The factory default setting is blank. You can set the name at will.

● **DNS SERVER ADD. (Domain Name Server Address)**
Set the domain name server (DNS) address. The factory default setting is blank. If there is a domain name server on the network, set the address.

● **GATEWAY ADD. (Gateway Address)**
Set the gateway address. The factory default setting is blank.  If there is a gateway on the network, set the address of the gateway.

● **RDC-i500 IP ADDRESS**
This is the camera's own IP address. The factory default setting is [0.0.0.0]. When set on [0.0.0.0], the IP address is obtained automatically from the network equipment (router, etc.) using DHCP.
If you wish to fix the camera's IP address, change the address. At this time, the first 2 or 3 of the 4 figures separated by dots "." must be the same as the network address of the network that you use. For further details, consult your network administrator.
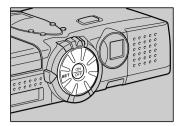
● **SUBNET MASK**
This is the setting for network control. The factory default setting is blank.

**① Set the mode dial to [SET].**
The Setup menu will be displayed.
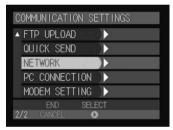
**② Select [COMMUNICATION SETTINGS] and press the ▶ button.**
The screen for setting the communication function will be displayed.

**③ Select [NETWORK] and press the ▶ button.**
The screen for setting the PC connection will be displayed.

**④ Set the various items.**

**⑤ When you have finished making the settings, press the ENTER button.**
Setting is completed and the screen returns to the Setup menu.

# Error Messages

In the case of misoperation or of failure due to some problem or other, an error message will be displayed. This section deals with the causes and remedies of problems.

**Note** • This section explains the error messages displayed on the PC screen. For details of the error messages displayed on the camera monitor, refer to the 'Camera' operation manual and 'Communication/Internet' operation manual.
Refer to the ReadMe file included in the CD-ROM provided for details or error messages, when using a Macintosh.

## Error Messages Displayed on the Web Browser

These error messages are displayed when accessing the camera on the Web browser.

### ■ Common Error Messages

| Error Message | Cause and Remedy |
|---|---|
| 200 OK | Error occurred in transmission of data between browser and camera. Turn off camera and PC, reconnect USB cable and perform operation again. |
| 400 Bad Request | Error occurred in transmission of data between browser and camera. Check connection and perform operation again. |
| 404 Not Found | Error occurred in transmission of data between browser and camera. Check connection and perform operation again. |
| 405 Method Not Allowed | Error occurred in transmission of data between browser and camera. Check connection and perform operation again. |
| 500 Internal Server Error | Error occurred inside server. Check connection and perform operation again. |

### ■ Error Messages Displayed on Camera Control Screen

| Error Message | Cause and Remedy |
|---|---|
| Internal Error | Error has occurred in transmission of data between browser and camera. Click on [Back] button, check connection and perform operation again. |
| No CF Card | CF card has been specified as recording destination, but no card has been inserted. Click on [Back] button. |

| Error Message | Cause and Remedy |
| --- | --- |
| Card Error | Specified card cannot be used as recording destination. Click on [Back] button. |
| Memory full | Storage memory (internal memory or CF card) is full and no further recording is possible. Click on [Back] button. |
| Recording file Error | Error has occurred in recorded image. Click on [Back] button, check connection and perform operation again. |

## ■ Error Messages Displayed on JOB Navi. Setup Screen

| Error Message | Cause and Remedy |
| --- | --- |
| Input upload file name | [Transfer] button was clicked without specifying file name for [Browse...] . |
| File read Error | Invalid file selected for [Browse...]. Select Guide List or HTML template file. |
| Cannot read file anymore | Limit has been reached of number of Guide Lists or HTML templates capable of being saved in camera. Or no more space in memory for downloading files. Delete unwanted Guide Lists or HTML templates. |
| Cannot add list anymore | Upper limit of number of Guide Lists has been reached. Delete unwanted Guide Lists. |
| No CF Card | Cannot view contents of CF card as no card inserted. |
| File saving failed | Storage memory (internal memory or CF card) is full and recording process failed. Delete unnecessary files or insert another storage memory. |
| Cannot add image anymore | Upper limit of number of images in Guide List has been reached. Delete unwanted images. |
| Complete required information | No image title entered. Specify image title. |
| Same name template already exists | HTML file with same name already exists. Change file name. |
| Same name image already exists | Image with same title already exists. Change image title. |
| Too long file name (within 32 characters) | File name must be within 32 characters. Change file name. |

## ■ Error Messages Displayed on Setup Screen

| Error Message | Cause and Remedy |
|---|---|
| Input upload file name | [Transfer] button was clicked without specifying file name for [Browse...] . |
| File read Error | Invalid file selected for [Browse...]. Select file from address book. |
| Cannot add Address anymore | Upper limit of number of addresses in address book has been reached. Delete unwanted addresses. |
| Cannot add preset memo anymore | Upper limit of number of templates has been reached. Delete unwanted templates. |
| Cannot add Dial-up account anymore | Upper limit of number of dial-up accounts has been reached. Delete unwanted account. |
| Complete required information | No entry made in required item. Input entry. |
| Illegal characters included | Input correct characters. |
| Out of range: this value cannot be used | Number outside scope specified in item. Specify correct number. |
| File saving failed. | Storage memory (internal memory or CF card) is full and recording process failed. Delete unnecessary files or insert another storage memory. |
| Same dial-up name exists. Change to other name. | Specified dial-up account has been already registered. Use another dial-up account. |
| Same name already exists. Change name. | Specified name has been already registered. Use another dial-up account. |
| No data in address book | Address book has not been registered and backup file can not be made. Register address book and retry operation. |

■ **Error Messages Displayed on Setting Backup/Restoring Screen**

| Error Message | Cause and Remedy |
|---|---|
| Backup failed | Failed to create backup file due to lack of memory, etc. Close other applications and try again. |
| Input file parameter | Attempted to restore settings without specifying file name. Select file. |
| File read Error | Invalid file selected. Select correct backup file. |
| File restore Failed | Failed to restore backup file due to lack of memory, etc. Close other applications and try again. |
| File saving Error | Storage memory (internal memory or CF card) is full and recording process failed. Delete unnecessary files or insert another storage memory. |

# Other Error Messages

These error messages are displayed by the software, such as the expansion functions, TWAIN driver, direct upload, etc.

| Error Message | Cause and Remedy |
|---|---|
| Other application is accessing to the camera. Would you like to wait? | More than one software attempted to send and receive data with camera. Wait a short while. |
| Incompatible version of NpxComm.dll. Please reinstall. | Problem file installed. Reinstall RDC-i Software from CD-ROM supplied. |
| Not connected to Camera. Please check connection. | Camera not correctly connected. Check connection. |
| | If you remove the LAN cable and then replace it before selecting [disconnect] from the Explorer's file menu while camera and PC are connected, this message will remain displayed and reconnecting may not be established. In this case, establish connection again with following steps.<br>•Turn camera off and on.<br>•Set mode dial to modes other than [✐](PC) and then back to [✐]. |
| Timeout: Access to Camera terminated. | Camera not correctly connected. Check connection. |
| Cannot read from Flash Memory | Insufficient memory in PC. Reboot PC and perform operation without starting up other applications. |
| Cannot write to Flash Memory | Specified drive, folder or file already erased. |
| Drive is not formatted | Specified drive unformatted. Format. |
| Failed to access to the drive | Error has occurred in sending and receiving data with PC. Restart camera. |

| Error Message | Cause and Remedy |
|---|---|
| This drive cannot be formatted. | Specified drive cannot be formatted. Restart camera and try again. |
| This drive is read-only. | Specified drive is write-prohibited. Cancel write protection. |
| Illegal file name. | Incorrect file name specified when copying/moving. Specify correct file. |
| No space in the drive. | Copying/Moving not possible as drive is full. Delete unwanted files. |
| Already contents same file name. | File name specified when copying/moving already exists. Specify different file name. |
| Too deep folder tree. | Cannot create folder as folder layers too deep. Make layers more shallow. |
| Failed to delete. | Deletion of specified file prohibited. |
| This file / folder cannot be transferred. | Transfer of specified file/folder prohibited. |
| This file name is used by Camera. | Specified file name is used by this software. Specify other file name. |
| Cannot move folder to Camera. | Folders in a PC cannot be transferred to camera. Create a folder in camera first and then transfer files in the folders of the PC. |
| Folders cannot be added anymore. | Limit of number of folders has been reached. Delete unwanted folders. |
| Internal Error. | Error has occurred. Restart camera. If error persists, reinstall RDC-i Software from CD-ROM supplied. |
| This folder already contain a file named XX. | File name specified when copying/moving already exists. To overwrite, click on [OK]. |
| This folder already contain a read-only file named XX. | File name specified when copying/moving already exists. To overwrite, click on [OK]. |
| Cannot connect to Camera. Please check connection. | Camera not correctly connected. Check connection. |
| Communication failed. Please check connection. | Camera not correctly connected. Check connection. |
| Please choose the image to transfer. | Attempted to execute transfer without selecting image file. Select image file before transferring. |
| Insufficient memory: please close other applications. | Insufficient memory in PC. Reboot PC and perform operation without starting up other applications. |
| Failed to access to the file ○ ○ | Drive has not been ready to access, or folder or file does not exist. |
| TWAIN Internal Error | Error occurred in TWAIN.DLL. Reinstall TWAIN driver from CD-ROM supplied. |
| Failed to initialize Windows Socket. | Error occurred when creating Windows socket. Reinstall WinSock. |

| Error Message | Cause and Remedy |
|---|---|
| Failed to receive Socket Data. | Camera not correctly connected or set. Check camera connection and settings. |
| Failed to send Socket Data. | Camera not correctly connected or set. Check camera connection and settings. |
| Failed to create Socket. | Error occurred when creating Windows socket. Reinstall WinSock. Reset port. |
| Cannot find necessary DLL. | Failed to initialize software. Reinstall Camera Software from CD-ROM supplied. |
| Cannot connect to Camera | Camera not correctly connected or set. Check camera connection and settings. |
| Cannot communicate with Camera | Camera not correctly connected or set. Check camera connection and settings. |
| Cannot read the file | Insufficient memory in PC. Reboot PC and perform operation without starting up other applications. |
| Set up Camera property | IP address has not been set in Camera. Set IP address by opening Camera property by using Internet Explorer. |
| No selected file. | Select BMP file or GIF file first and then send signatue file. |
| Select a Signature file. | Automatic setting is used for all pixels of signature file. Selec more than one sgnature file. |
| Fail to transfer Signature file. Reconfirm connection and retransfer. | Camera is not correctly connected to a PC. Check connection. |

# Troubleshooting

When setting of the USB driver can not be correctly recognized, please make the following operations.

## Restoring the Device Which Could not be Used anymore

This section explains the remedy when your camera is recognized as an unknown device by a PC because you remove ad replace the USB cable before installing the USB driver or canceling the USB driver installation on the way.

**❶ Connect the camera to the PC using the USB cable and turn the camera on.**

**❷ Start the device manager.**

**[For Windows 98/Me]**

Select [Settings] → [Control Panel] from the [Start] button. Double click on the [System] icon in the window that opens. Select the [Device Manager] tab from the [System Properties] dialog box.

**[For Windows 2000]**

Select [Settings] → [Control Panel] from the [Start] button. Double click on the [System] icon in the window that opens. Select the [System Properties] tab from the [Hardware] dialog box.

**❸ Check whether the "!" mark is displayed meaning that the device manager is disabled for [RICOH Camera Port] or [Universal Serial Bus Controller] of [Ports (COM/LPT)] .**

**❹ Specify the "!"-marked device and click [Delete].**

The confirmation message will be displayed. Click [OK].

**❺ Turn off both the camera and PC.**

**❻ Remove the USB cable from the PC.**

**❼ Uninstall the USB driver.**

⟨Note⟩ • To uninstall the USB driver, refer to page 13 "Installing the USB Driver".

**❽ Install the USB driver again.**

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# Selecting "Never dial a connection"

When you are trying to access the camera's homepage with the dial-up connection configuration on a PC, the screen for selecting [Work offline] or [Retry] may be displayed.

Select [Retry] to view the camera's homepage. However, your PC will begin dial-up procedure automatically when "Always dial my default connection" is selected on the Internet Properties dialog window of the Internet Explorer. To prevent this, turn the automatic dialing off with the following procedure.
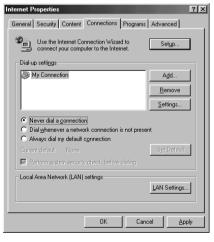
## For Internet Explorer (Version 5.x)

❶ **Right-click on the [Internet Explorer] icon on the desktop and then click on [Properties].**

❷ **Click on the [Connections] tab.**

❸ **Click on the radio button for [Never dial a connection] under [Dial-up settings].**
When a PC has received mail with [Always dial my default connection] checked, the dial-up dialog (dial-up request dialog) will be displayed preventing from data communication.



Automatic dialing-up will be canceled.

# Checking the Proxy Server

When you can not connect to the camera by controlling the browser, please make the following procedures to check the proxy server settings.

## For Internet Explorer (Version 5.x)

❶ **Right-click on the [Internet Explorer] icon on the desktop and then click on [Properties].**

❷ **Click on the [Connections] tab.**

❸ **Click on the [LAN Settings...].**

❹ **Click on the checkbox for [Use a proxy server] under [Proxy Server] if it is checked.**

# Installing the Dial-Up Adapter

When the dial-up adapter has not been displayed in the Network Component dialog, install the dial-up adapter in the following procedure.

❶ **Right-click on the [Network Neighborhood] icon on the desktop and then click on [Properties].**

❷ **Click on the [Confguration] tab and then click [ADD].**
The [Select Network Component Type] window will be displayed.

❸ **Select [Adapter] and click on [Add...].**

❹ **Select [Microsoft] for Manufacturers and click on [Dial-Up Adapter] for Network Adaptesr.**

❺ **Click on [OK].**

❻ **Restart the computer.**

The dial-up adapter is now added in the Network Component dialog.
Then, install the dial-up server software.

**See** • P.146 "Installing the Dial-Up Server Software"

# Checking the Dial-Up Settings

When the dial-up server does not work despite appropriate settings of receiving end for Direct Upload, check the following setting.

## For Internet Explorer (Version 5.x)

❶ **Right-click on the [Internet Explorer] icon on the desktop and then click on [Properties].**

❷ **Click on the [Connections] tab.**

❸ **Click on the radio button for [Never dial a connection] under [Dial-up settings].**
When a PC has received mail with [Always dial my default connection] checked, the dial-up dialog (diai-up request dialog) will be displayed preventing from data communication.

# MEMO

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◆ **MENU Button**
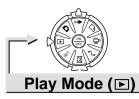
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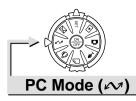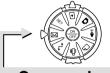
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**Appendix**

# MEMO

# Ricoh Service Offices

3-2-3, Shin-yokohama
Kohoku-ku, Yokohama-shi
222-8530, Japan
http://www.ricoh.co.jp/r_dc

Ricoh Factory Service Center
3235 Sunrise Blvd.,
Suite2 Rancho Cordova,
CA 95742
http://www.ricohzone.com/

Ricoh Europe B.V.
Photo Products Division
P.O. Box 75640
1118 ZR Schiphol
The Netherlands
http://www.ricoh-red.com/
htttp://www.ricoh-europe.com/
E-mail:camera@ricoh.nl

Ricoh Europe B.V.
Düsseldorf Branch
Photo Products Division
Oberrather Straße 6
D-40472 Düsseldorf
Germany

Ricoh Photo Products (Asia), Ltd.
Unit D, E & F
24/F., China Overseas Building
139 Hennessy Road, Wan Chai
Hong Kong

Ricoh Australia Pty. Ltd.
8 Rodborough Road
Frenchs Forrest, N.S.W. 2086
Australia
http://www.ricoh.com.au