Chapter 5

Using JOB Navi. Image Capture Guide List

JOB Navi. 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. 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 a number of ways of creating a Guide List which are explained below in order.

■ 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 (or PC) 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 (or PC) 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 table 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 or PC 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-i700 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 top page from the browser and create and edit the Guide Lists on the browser.

■ **How to Use the Camera Independently**

You can create and edit Guide Lists independently on the camera. Use this method when you want to change a Guide List while you are out.

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.110.

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 or PC 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.
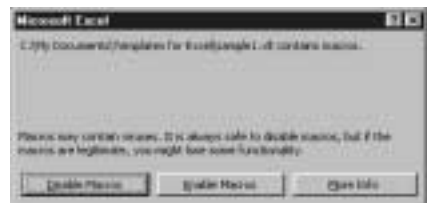
❸ Click on [Enable Macros].

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

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

❹ Click on [Create Image Capture Guidefile].

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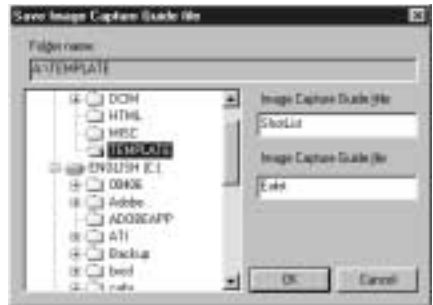
The Guide List file has now been created and stored on the disk.

❼ Exit the Microsoft Excel and remove the card.

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.126).

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

❷ Set the mode dial to [◻].

❸ Choose the card (CF card or PC card) having the Guide List with the ▭/▭ button.

❹ Press the J button.

❺ Select the desired Guide List title and then select [OK].

❻ Select the image title to be recorded (item 1) and then select [OK].

❼ 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 left of the image title for images where recording is finished. (Several recordings can be made of one image title.)

⑧ Repeat steps ⑥ and ⑦ until all the images have been recorded.

⑨ When all the images have been recorded, select [EXIT].

⟨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 ⑧ or ④) or the power is turned off, you can perform operation from the previous image select screen by switching to still image mode and pressing the J button. However, you cannot do this if you change the storage memory.

Connect the camera to the PC once more and proceed as follows.

Pasting the Recorded Images to the Table

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

① Insert the card with which you have finished recording into the camera.

② Start Microsoft Excel and open [Sample1.xlt].

③ Click on [Enable Macros].

④ Click on the [Paste All Images] button.
The dialog box for selecting the Guide List title will be displayed.

⑤ Click on [+] on the left of the card drive.
The camera media (internal memory, CF card, etc.) will be displayed.

⑥ Click on [+] on the left of the [DCIM] folder.

⑦ 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.
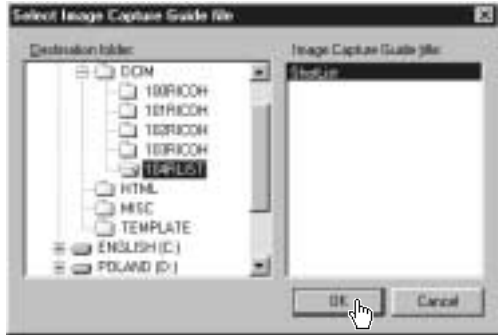
❾ Select the first cell in which a camera image will be pasted (E13 in this sample) and click on [OK].
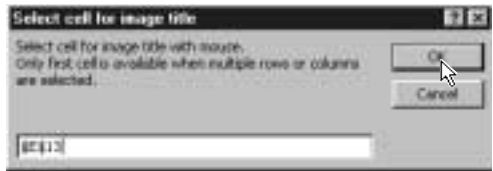
The image has now been pasted in the document.

⟨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.

■ **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 (by adding, deleting, or changing 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 JOB Navi. Image Capture Guide List

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 or PC 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.
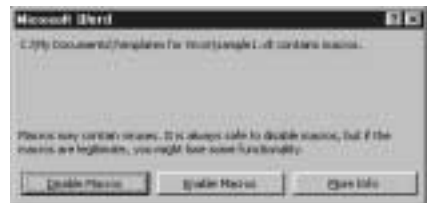
❸ Click on [Enable Macros].

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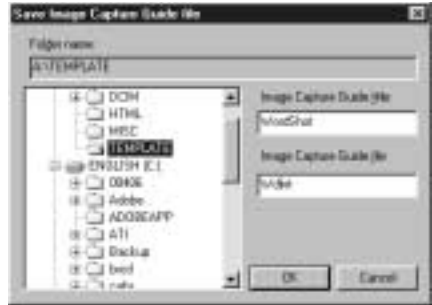
Each [LAYOUT FRAME] title created in the document has now been incorporated in the Guide List as an image title, and the Guide List has been saved on the disk as a Guide List file.

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.102).
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 [RDC-i700].**
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. The folder with the highest number is the newest folder. Select the newest folder.

❽ **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].

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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Using JOB Navi. Image Capture Guide List

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.102).

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. FUNC. SETTINGS].

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], [CF CARD] or [PC 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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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.110 "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.110 "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.
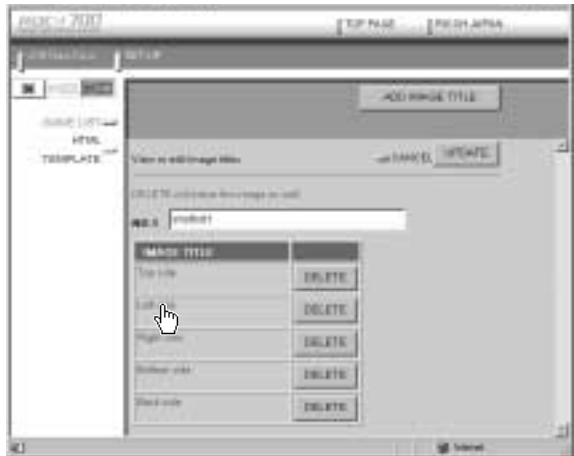Use one line for one image title.

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❸ When you have finished adding image titles, click on [SAVE].
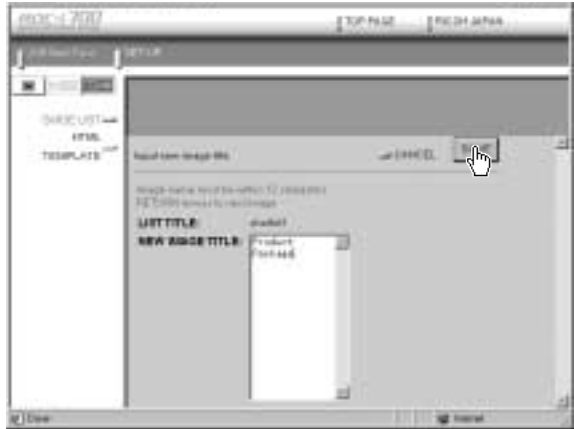
The screen will return to the image title screen. If you then click on [OK], the screen will return to the screen showing the Guide Lists.
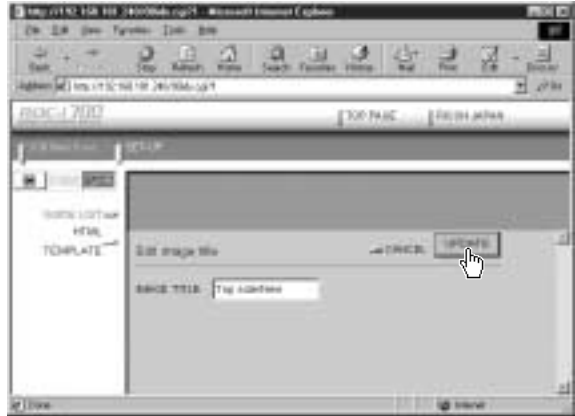
■ Editing an Image Title

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

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

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

The confirmation screen will be displayed. The image will be displayed when you click on [OK].
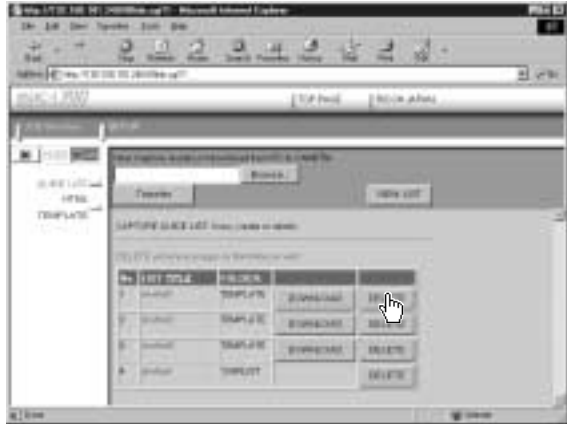
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Deleting a Guide List

This function enables you to delete a Guide List.

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

See • P.110 "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.110 "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 • In the case of Windows, 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].
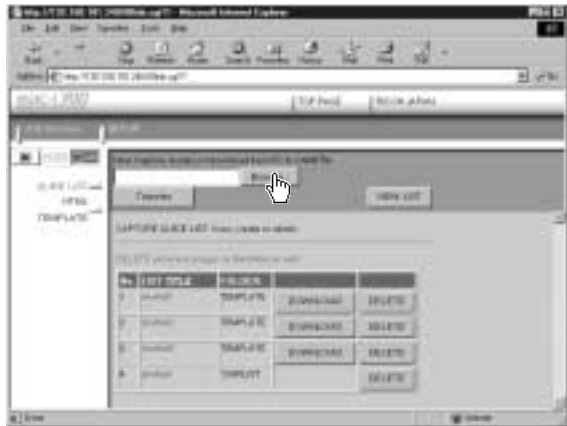
Sending the Guide List Saved in the PC to the Camera

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.110 "Displaying the Guide Lists"
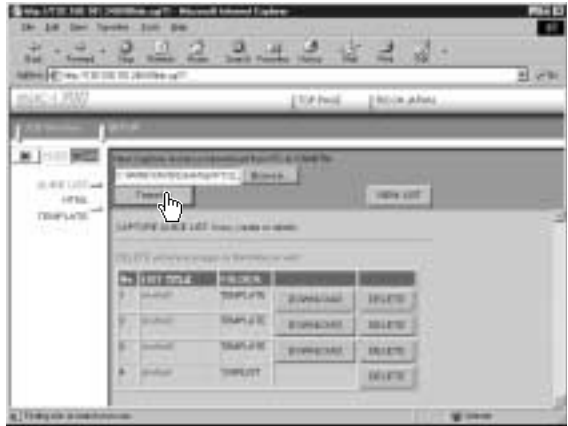
❷ Click on [Browse...].

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.

Setting the Image Capture Guide List Independently on the Camera

This section explains how to add a new Image Capture Guide List (hereafter referred to as Guide List), and add, change or rearrange the image titles, etc.

⟨Note⟩ • Instructions for recording images using the Guide List are given in "Recording Images Using the Guide List" (P.102).

Displaying the Guide Lists

This function enables you to display the list of Guide Lists stored in the camera media.
All the various settings for the Guide List (editing, creating a new list, etc.) start from this screen.

❶ Set the mode dial to [SETUP].

❷ Select [JOB Navi.].

❸ Select the storage memory in which the list has been saved by pressing CARD/IN.

Proceed to editing the list from this screen. If the images in the list have already been recorded, the circle at the left of the list title lights green.

Creating a New Guide List

This function enables you to add a new list.

❶ Select [ADD].

❷ Select ✐ and input the list title using the on-screen keypad.

The title must be within 16 characters.

> **See** • "Using the On-screen Keypad" in the 'Camera' operation manual

Add the required images by step ❷ "Adding an Image" in "Editing the Guide List" below.

❸ Select [OK].

The new list is added.

❹ Select [EXIT].

The screen returns to the Setup menu.

Editing the Guide List

This function enables you to edit the images in an existing list.

■ Adding an Image

❶ Select the list to which you wish to add an image and select [EDIT].

❷ Select [ADD], then select 🖉 of the image title and input the image title using the on-screen keypad.

The title must be within 12 characters.

> **See** • "Using the On-screen Keypad" in the 'Camera' operation manual

❸ Select [OK].

The image title will be added. To continue editing, repeat steps ❷ and ❸.

❹ Select [EXIT].

The screen will return to the Setup menu.

■ Changing the Image Title

❶ Select the Guide List containing the image title you wish to change and then select [EDIT].

❷ Select the image title to be changed from the image list and then select [EDIT].

❸ Select 🖉 and input the image title using the on-screen keypad.

The title must be within 12 characters.

> **See** • "Using the On-screen Keypad" in the 'Camera' operation manual

❹ Select [OK].

The image title will be changed. To continue changing titles, repeat steps ❷ and ❸.

❺ Select [EXIT].

The screen will return to the Setup menu.

■ Rearranging the Image List

❶ Select the Guide List where you wish to rearrange the list of images and select [EDIT].

❷ Select the image title to be rearranged from the image list and then select [▲ UP] or [DW ▼].

The selected image title will move up or down depending on whether [▲ UP] or [DW ▼] is selected.

❸ Select [OK].

The order of the image list will change.

❹ Select [EXIT].

The screen will return to the Setup menu.

Deleting a Guide List

❶ Select the Guide List you want to erase and select [DELETE].

❷ Press the shutter release button.

The selected Guide List will be erased.

❸ Select [EXIT].

The screen will return to the Setup menu.

> **Important Note** • When a Guide List for which all the images have been recorded is erased, all the images in the list are erased as well.

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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.

The name of the destination folder in which the images of the selected Guide List are saved. "TEMPLATE" will be displayed when you select a template file.

A green circle for the Guide List in use

Left number (0 in this case) indicates that of the image to be recorded and right number (4 in this case) indicates that of the recorded images.

A green circle for the recorded images

Recorded image is displayed

The number of the images recorded for each Guide List

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