

Recording Studio Camcorder Checklist

- ✓ Patrons must go through the certification process to use the Canon Camcorder.
- ✓ Patrons must make a reservation to use the camcorder.
- ✓ Patrons are allowed to use the camcorder for 2 hours per day up to 6 hours weekly.
- ✓ Patrons must save their digital films on their own 64 GB or higher SD card. Patrons may purchase SD cards from the library.
- ✓ Please report any problems or issues with the video equipment to staff immediately. Do not try to fix it yourself.
- ✓ All video equipment should be shut off and put away properly when a patron is finished working for the day.