

Using the Nikon Digital Camera

Before you take a photo, follow these steps:

Erase Card

- 1 On the top of the right camera handgrip, turn the camera dial to **ON**.
- 2 On the back of the camera, to the left of the LCD screen, press the **Menu** button.
- 3 To the right of the screen is a 4-way button. Press the **left** arrow.
- 4 Use the up and down arrows on the 4-way button to select the picture of the **wrench** on the left side of the menu.
- 5 Press the right button on the 4-way button and then press the up and down buttons to highlight **Format**.
- 6 Press the **Enter** button on the lower left corner of the camera.
- 7 Press the Down arrow to highlight **Yes** and then press the **Enter** button. The memory card is erased.

Set Image Quality & ISO

- 8 On the back of the camera, to the left of the LCD screen, press the **Menu** button.
- 9 To the right of the screen is a 4-way button. Press the **left** arrow.
- 10 Use the up and down arrows on the 4-way button to select the picture of the **camera** on the left side of the menu.
- 11 Press the right button on the 4-way button and then press the up and down buttons to highlight **Image Quality**.
- 12 Press the **Enter** button on the lower left corner of the camera.
- 13 Use the up and down arrows on the 4-way button to select **FINE - JPEG Fine**.
- 14 Press the **Enter** button on the lower left corner of the camera.
- 15 Use the up and down arrows on the 4-way button to select the **ISO**.
- 16 Press **Enter**.
- 17 Use the up and down arrows on the 4-way button to select **200**. (400 in low-light situations).
- 18 Press **Enter**.

Set Program Mode

- 19 Rotate the dial on the top left-side of the camera to select which program mode to use:

PROGRAM: In P Mode, different combinations of shutter speed and aperture can be selected by rotating the main command dial (top-right corner on the back of the camera).

AUTO: Camera makes all settings to get the best exposure, including flash.

PORTRAIT: Subject is in sharp focus, background is blurred.

LANDSCAPE: Sharp focus for all objects.

CLOSE UP: Focuses on closest object. Enhances reds and greens.

SPORTS: Attempts to freeze fast-moving objects.

NIGHT LANDSCAPE: Optimized for low-light shooting.

NIGHT PORTRAIT: Flash fires for main subject, then background is exposed.

Take Photo

- 20 Rotate the lens to zoom. The camera is auto-focus - **DO NOT** attempt to rotate the end of the camera lens to focus manually.
- 21 Slowly push the shutter release until the image snaps into focus and then slowly press the shutter button until the photo is taken.

Download Photos at Administration Scanner Computer (in Penny's office)

- 22 Turn on the computer, log-in, and insert the memory card into the reader.
- 23 The application *Image Transfer* will automatically launch. If it does not, you can double-click its icon in the Applications folder.
- 24 In the *Download To* popup, click **Other**. Choose the **Documents** folder.
- 25 Click the **New Folder** button. Name the folder and click **Create**. You are returned to the main window.
- 26 Click **Download All**. Your images are copied to the folder you created and a window opens containing your images. Close this window.
- 27 Quit the *Image Capture* application.
- 28 Drag the icon of your memory card to the Trash icon to eject it.
- 29 Remove your memory card and re-install it into the camera.
- 30 Move your images to a USB Flash Drive, CD, or your Home folder. **NOTE!** Photos use a lot of storage space, delete the ones you do not need.