

## QOMO Document Camera FAQ'S

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### **This is the first Document Camera I have had in my classroom. What can I do with it?**

Your new QOMO Document Camera can open up a world of possibilities for your students and make your lessons more entertaining and effective. Any printed matter, 3D objects, lab samples or manipulatives can be placed under the camera and displayed to the whole class. No more crowding around a single copy of a book or a desktop computer display.

### **Do I have to have a projector to make my QOMO Document Camera work?**

Yes and no. The document camera needs an external display to work. In addition to a projector you can connect it to a computer monitor, a plasma or LCD large screen, or a television set with A/V inputs. The most common method is a projector as it provides a very large image at a reasonable price.

### **Do I have to have a computer for the QOMO Document Camera to work?**

No. The document camera can be used by itself very effectively. However, when connected to a PC or MAC via USB, you can capture and save the images right to your hard drive. These images can then be reused and/or distributed to the class to support that lesson.

### **Is the QOMO Document Camera easy to use?**

We think so! Our engineers and designers have worked very hard to make the units easy to operate. The unit self-focuses and adjusts its own light levels. All you need to do is simply place an item underneath the camera lens and press the functional buttons either on the remote or the unit itself. For button function descriptions please refer to the operation sticker located next to the camera arm at the top of the work area.

### **Will it have all of the cables I need to plug it in immediately?**

Yes, inside the small accessories box is a complete collection of cables. The VGA cable that you currently have plugged into your laptop or PC that connects to your projector now needs to be plugged into the "Projector" jack on the back of the unit. The VGA cable that is supplied with the QOMO document camera takes the signal from the laptop or PC into the "Computer In" jack on the rear of the unit or the "RGB" jack located under the side panel on the right side of the QOMO document camera. The USB cable goes from the socket on the side of the QOMO document camera to the PC or laptop so that images can be captured using the video capture software.

### **Is there a manual to help me set it up?**

There is a manual supplied in the box and there are also help resources available from the QOMO HiteVision website. Please visit [www.qomo.com](http://www.qomo.com) and click on the "Support" tab at the top of the screen. There are also video tutorials on the website that explain how to set up and use the QOMO document camera.

### **Where is the remote control kept?**

As you look at the front of the QD series document camera, the remote control is kept in a slot on the left hand side. There is a small catch which releases the unit. The first time the unit is used please remove the clear plastic tab to activate the battery.

### **How does a QOMO Document Camera benefit a teacher or instructor?**

You have the ability to place any object, photo, artifact, or document underneath the QOMO document camera and the images are instantly displayed on the screen that you're projecting to. You then have the option to display something spontaneously, without having to make a digital image of the material nor do you need to scan or photocopy it. If you are using the QOMO document camera in conjunction with your PC and the QOMO QIT30 Wireless RF Tablet you would also have the ability to annotate over the top of the displayed image using QOMO's Flow! Works annotation software (*QIT30 & Flow! Works available separately*). This allows a teacher or instructor to carry out instant assessment for learning activities using recently completed work. You can also display text at any size using the camera zoom which is great for any students who have vision issues.

**Can I insert images straight into other applications such as Word or PowerPoint using the QOMO document camera?**

Yes, if the application you are using has the ability to insert from scanner or camera, then when this is selected and the QOMO document camera is selected as the input device you can then capture the live feed and drop it directly into the application.

**Can I use the QOMO document camera as a normal video camera?**

Yes, you can use Windows Movie Maker to capture video. When you open up Windows Movie Maker select the "Capture from video device" option and the QOMO document camera will be recognized as the video input device. Indeed, any application that allows a live feed to be used will recognize the QOMO document camera as an input device. You can also capture video through the QOMO video capture software supplied with the unit.

**Does it work with Apple MAC machines?**

Yes, we can supply Apple MAC drivers so that it will work in conjunction with the Leopard OS and iMovie.

**What advantages does it bring to a classroom or learning environment?**

With the QOMO document camera, an instructor or student can instantly share any object, book, photograph and/or artifact without preparation. Every book becomes a giant book as text can be enlarged to any size. It is a multi function device that can be used to display images, capture images, create video clips, and can be used as a camera for video conferencing.

**If I get stuck is there a way I can get some assistance?**

Yes, you are welcome to visit the "Support" section of our web page where you can view our product training videos. If you require further help we encourage you to call our office at 1-866-990-QOMO (7666) and speak to a tech support person or you may send us an e-mail at support@qomo.com.

**I've set it all up as described but still can't see any image. What could be the problem?**

Please don't be insulted, but have you removed the lens cap? There is a rubber cap that protects the lens during shipping. This needs to be removed.

**Can I use the QOMO document camera in conjunction with my interactive whiteboard?**

Yes. Once you have loaded the video capture software onto your laptop or PC you can display your desktop by selecting PC1 mode on the QOMO document camera then open up video capture software to display a live image. You can now use your annotation tools to work over the top of this image or you can use your capture tool to capture this image and transfer it straight into your virtual whiteboard area or you can select the camera icon from the toolbar within video cap and capture the image as a jpeg which again can either be annotated over or inserted into a whiteboard area. If you are using SMART notebook software you can insert the image directly by going to "insert" then "image from scanner", select the device, and press capture. When you close down the window the image appears within the whiteboard area.

**Does I require any special training to begin using my new QOMO Document Camera effectively?**

No, once you have plugged everything in, you are up and running. Visit the QOMO website to watch product videos which will give you an overview of the unit's operation so you will be able to use the unit effectively.

**What's the warranty on the unit?**

All QOMO Document Cameras are covered by our industry-leading Two Year parts and labor warranty.

**How much will it cost me to run it?**

Very little, there are no consumable items in the QOMO document camera. The only expense related to the QOMO unit would be the small amount of electricity it consumes. The biggest expense is probably the bulb in the projector that you are using.

**In what format are the pictures/videos that the unit captures?**

The video capture software captures still images in .jpg format and video in .avi format.

**Do you have many case studies or testimonials from schools already using it?**

Yes, many. You will find some on our website but if you would like to know if there are any schools near you using a QOMO document camera then give us a ring and we can put you in touch.

**Would you say that this unit is environmentally friendly?**

Yes, because the need for photocopying and some printing is reduced. Many of our customers have seen reductions in their paper consumption. Also, QOMO uses LED lighting which uses very little power and does not contain mercury like fluorescent lamps do. We also adhere to the EU's standards for the use of hazardous materials (RoHS) in the manufacturing of our products. This is an expensive way to build our products, but we consider it an important investment in our future.

**The output to my projector goes via a VGA splitter box. Can I still connect the QOMO document camera in?**

Yes, take the lead out of the splitter box that is taking the image to the projector and plug this into the QOMO document camera "projector" input. Using the VGA cable supplied with the QOMO document camera now connects the splitter box to the "computer in" port on the back of the QOMO document camera.

**Is the video capture software and drivers supplied with the unit?**

Yes, they're on a CD in the small box with the leads and warranty card.

**If I'm never going to want to capture any still or moving images, do I still need to load the video capture software and drivers ?**

No, just simply plug a VGA cable into the "Projector" socket on the back of the unit and connect to a projector, monitor, plasma, or LCD screen.

**Could I record myself demonstrating a process such as soldering, making a cake, or threading a sewing machine?**

Yes indeed. We suggest you use Windows Movie Maker to do this so that if you wish to you can edit the file afterwards and make it into a quality learning and teaching resource which could then also be posted onto an ftp site and made available for download or viewing by your students whenever they wish. We know of lots of teachers who do this.

**Is the base of the unit waterproof?**

It is sealed, but just to be on the safe side, if you are using a lot of liquid or chemicals that could damage the surface either place a tray or board over the top of the plate or angle the camera and work on a table or bench top instead.

**Could I link in and control any other hardware using the QOMO document camera?**

Yes, on the QD series there is a PS2 port on the right hand side of the unit which allows you to connect and control your projector no matter the brand. In addition there is a D-sub 9 pin connector which would allow a third party control system such as Crestron, AMX, MediTech or SP to control the functions of the QOMO document camera.

**How long will the lamp last?**

There isn't any lamp. Remember, the QOMO document camera has to be connected to an output device of some kind such as a projector, LCD/plasma screen, or PC monitor. The lamps on the QOMO document camera contain LED units which should last a minimum of 25,000 hours. LED lighting offers high output and long life with very low power consumption.

**Is the unit portable?**

Yes, it can easily be moved from room to room. Some people have put our full sized units on carts so that they can be moved to the classroom where it is needed.

**Do I need to configure my laptop in any way for it to work with the QOMO document camera?**

No, but remember that when you output through a projector from a laptop you have to configure it to split the image which is usually done by pressing the "function" key and one of the "f" button keys or doing a right click on the desktop and selecting "graphics options" then "output to" then "monitor and notebook". It varies with individual makes of laptops. Please consult your laptop owner's manual for additional details. *This does not apply to desktop computers.*

**Can I annotate over the live image being shown by the QOMO document camera?**

Not when you are outputting directly from the QOMO document camera. However, you using a Qomo QIT30 Wireless RF Tablet and Flow! Works software in conjunction with a PC running the video capture software, you can annotate over items under the camera lens. This combination has been very well received by educators and presenters worldwide as it makes for a very powerful presentation tool.