How to: iGent video studio (170.010)

Scenario 1 – recording from camera
Recording a video of a performer in front of the green screen. All editing is done afterwards.

1.1 Preparation
Switch on **studio lights**
- Remote control: press channel 1
    - If not responding: check if they are plugged in
- Switch off the main lights (through the switch next to the door)

Switch on **camera**
- Check the camera settings: white balance should be set to 'K' (*Illustrations 1-2-3*)

Switch on lapel **microphone**
- Switch on transmitter
- Switch on receiver (switch batteries if needed)
- Check whether volume bar moves when speaking
- Pin transmitter on speaker

1.2 Start recording
Start recording on **camera** (red button)
- Use the clapboard for syncing audio and video during editing afterwards

1.3 Stop recording
Stop recording on **camera** (red button)
- Check the recording by switching the camera to 'media' mode and playing back the files

1.4 Transfer video files
Take the **SD card** out of the camera
- Switch off camera
- Open SD card slot

Use a card reader to **transfer files** to your laptop
- The recordings are in the folder called 'PRIVATE'

Delete your recordings from the SD card
Put the **SD card** back in the camera

1.5 Shutdown
Switch off the **microphone** (both transmitter and receiver)
Switch off the **camera**
Switch off the **studio lights** using the remote control (channel 1)

Scenario 2: presenting in front of Powerpoint slides
One PC presents the slides while the other records the merged video stream of you presenting in front of your slides.

2.1 Preparation
Switch on **studio lights**
- Remote control: push channel 1
    - If not responding: check if they are plugged in
- Switch off the main lights (through the switch next to the door)

Switch on **camera**
- Check the camera settings: white balance should be set to 'K' (*Illustrations 1-2-3*)
- Adjust the zoom of the camera in order to capture the view of the green screen (avoiding edges)

If the **TV monitors** don't switch on by themselves
- Take the remote control and repeat the following while pointing to each monitor separately
- Press the power button
- Select HDMI3 as input

Switch on lapel **microphone**
- Switch on transmitter
- Switch on receiver (switch batteries if needed)
- Check whether volume bar moves when speaking
- Pin transmitter on speaker

Switch on **autocue display** (facultative)

2.2 PC on the right (takes care of your presentation)
Log in
- User name: PhotonicsVideo
- Password: photonics_video

Start your **Powerpoint presentation**
- Load your presentation on the PC
- Activate screen mirroring via the ULTRAMON icon to project the second screen on the autocue (*Illustration 4*)
- Open your presentation in Powerpoint
- Start your presentation (shortcut: F5)
    - Your presentation should appear on the opposite monitor
    - Presenter mode should appear on the main monitor and the autocue
        - Maximize the text size so the speaker can read it in the autocue
- Use the Kensington presenter to advance/reverse the slides (no point in using the laser pointer)

2.3 PC on the left (takes care of the mixing and recording)
Log in
- User name: PhotonicsVideo
- Password: photonics_video

Launch **OBS** through the desktop, task bar or the top left button on the stream deck

- The output stream of OBS should appear on the three Monitor displays. If not:
  - In OBS, right-click the program video window
  - Select 'Fullscreen projector (program)'
  - Select the second monitor in the list
- OBS has two input streams that can be mixed
  - The camera feed (Feed: Camera)
  - The presentation display feed (Feed: Right PC)
    - make sure the presentation is started on the Right PC

Select the **preferred scene**
- In OBS, select the scene 'all cams'. Both streams should appear side by side.
- What if none or only one of the feeds is visible?
  1. Select the feed that does not display correctly ('Feed: Camera' or 'Feed: Right PC')
  2. In the 'Sources' list of OBS, right-click the source (Camera or HDMI capture 2) and select the correct 'USB Video' device from the list (*Illustration 5*)
  3. If this doesn't work, unplug the USB capture device (at the back of the left PC) and plug it back in. Then retry the configuration in step 1.
- Select the scene you want to use
  - Overlay: puts the camera stream on top of the Powerpoint background
    - This is most useful when you point a lot at elements in the presentation while looking at the TV screens on the side
  - Overlay Mirror: mirrors the camera stream and puts it on top of the Powerpoint
    - This is most useful when you are mostly looking towards the camera. This way your visual feedback is more like looking into a mirror.
- Note on OBS studio mode: you can use OBS in 'program' mode (one video window which is directly recorded) or in 'Studio Mode' (two video windows where you have an additional 'preview' window). If you work in studio mode, any scene you select (using the stream deck buttons or from the menu in OBS) will appear in the 'Preview' window. You will need to 'transition' it to the 'program' window if you want it to be recorded.

2.4 Start recording
Press **'start recording'** in OBS, or the 'record' button on the stream deck (top right).
- The stream in the 'Program' window is recorded to the hard drive.
  - If you want, you can also record the camera feed directly using the record button on the camera in parallel.
  - Tip: when you record through multiple sources (camera, OBS, maybe some other camera) it is a good idea to use the clapboard for syncing the different streams
  - Tip: alternatively you can use OBS to record 4 different quadrants in 4K resolution and edit your recording afterwards (this way you don't have to care about simultaneity)

2.5 Stop recording
Stop the recording in **OBS**

2.6 Transfer video files
Find the recordings through the explorer in **'Videos/OBS Output'**

- If you also recorded using the camera, see Scenario 1 for transferring your recordings from the SD card.

Delete your recordings from the left PC

2.7 Shutdown

Close **Powerpoint** and other programs on the right PC

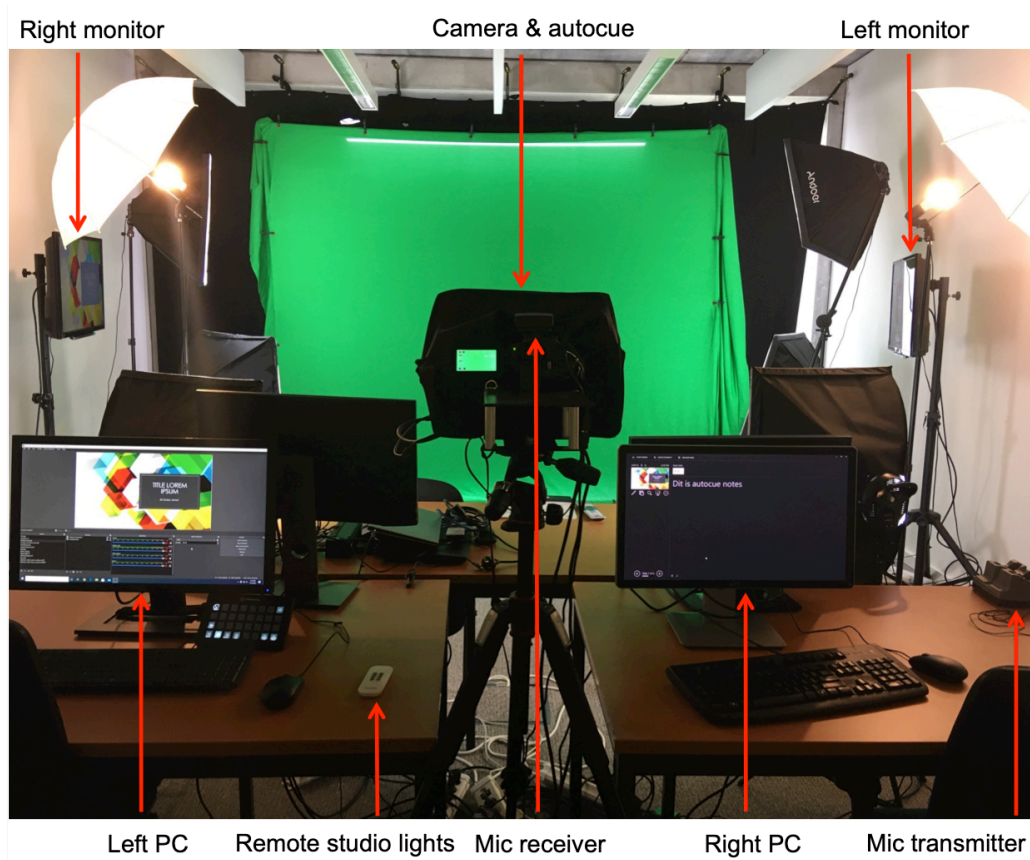Remove **your documents** from the right PC

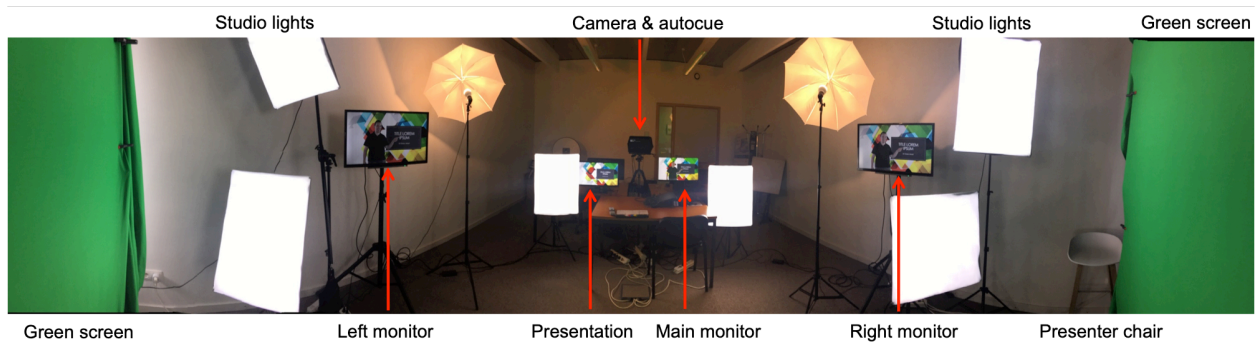Switch off the **microphone** (both transmitter and receiver)

Switch off the **camera**

Switch off the **studio lights** using the remote control (channel 1)

iGent video studio – general set-up

Front view

Right monitor   Camera & autocue   Left monitor

Left PC   Remote studio lights   Mic receiver   Right PC   Mic transmitter

Rear view

Studio lights   Camera & autocue   Studio lights   Green screen

Green screen   Left monitor   Presentation   Main monitor   Right monitor   Presenter chair

iGent video studio – illustrations to the manual

Illustration 1 - *On camera display select 'FUNC.'*
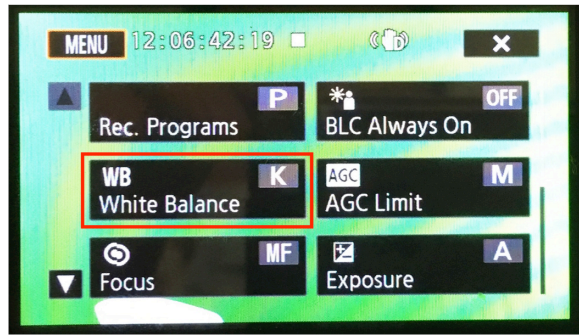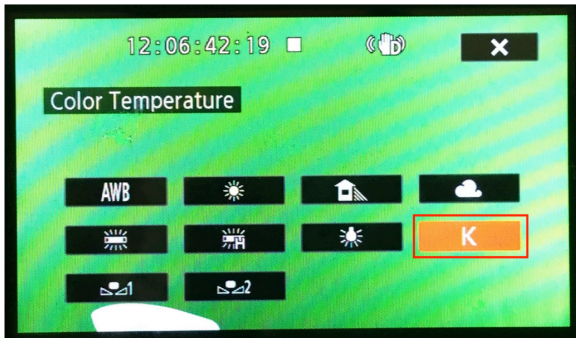

Illustration 2 - *On camera display select 'WB'*
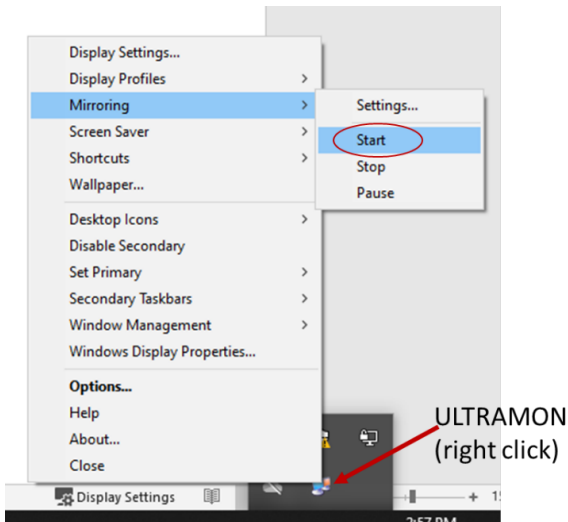

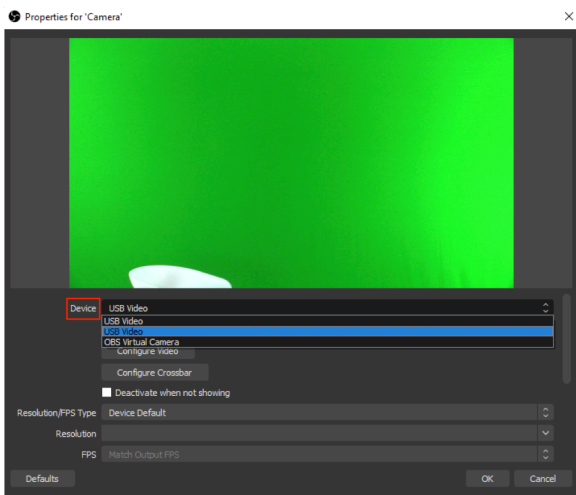Illustration 3 - *On camera display select 'K'*

Illustration 4 – *Right-click the ULTRAMON icon*

Illustration 5 – *Select the right device*