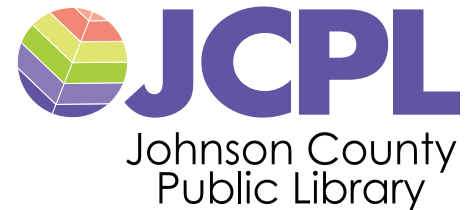


VHS Converter



Scheduling Use

- Equipment is available at all JCPL Branches.
- Equipment may be booked at any JCPL reference desk. Transfers occur in real time so the amount of time required will depend on the length of the tape.
- If no one has reserved the equipment then it is available on a first come, first serve basis.
- Due to the time involved in converting VHS tapes there is no limit on length of session unless the equipment has been booked.

Use of Equipment

- Individuals using the equipment must bring their own DVD-R or USB drive to transfer the files. Files will be deleted from the computer after use. 120 minutes of video requires approximately 2.1 GB of disc space.
- JCPL assumes no responsibility for damage to VHS tapes, nor can JCPL guarantee a successful transfer.
- Individuals using the equipment must abide by all relevant copyright laws.
- Internet access is not available on the computer being used for this process; however, WiFi access is available for personal devices.

Directions

1. Open the Elgato Video Capture Software. It will ask you to name the movie and estimate the length.
2. Make sure the VCR is on and insert VHS tape, if tape does not play automatically push play.
3. Elgato will check for video and sound. If both are functioning correctly, rewind video to starting point and press play. Click "Start Recording" on the computer. When video concludes click on "Stop Recording."
4. To save to DVD-R, select "add to Windows Media Player." Insert DVD-R into drive and click on the "Burn tab." Move video file to the "Burn list" and click "Start Burn."
5. To save to USB drive, select "add to Windows Media Player." Insert USB drive and click on the "Sync tab." Move video file to the "Sync list" and click "Start Sync."
6. Once file has been saved to DVD-R or USB drive, delete the file from Windows Media Player.