1) Go to Tools menu and enter the letter "m" as password, then press the green arrow to enter tools



2) Make sure microphone volume is set to 7, then go back to home menu



3) Go to current case and select the Video menu (film reel), then select MPEG2 in the drop down menu



4) Press Wrench menu and make sure Auto Cut Off is set to "none" Then go back to Home menu and select the Save menu and go to the Save tools menu "wrench"

5) Make sure image format is set to "TIFF" and Network Type is set to "FTP". Then go back to Home Menu and then to Current case menu and make sure Microphone menu is set to "on" as shown below

