

CANON XF300/305

Cheat Sheet

https://www.youtube.com/watch?v=T_BayyD2p9A&feature=youtu.be

After you've set up the camera on the tripod (locking it down), flipped open the LCD screen and removed the cover on the lens:



- Insert Canon battery in back of camera: open the hatch and slide the battery in. Arrow on top facing into the camera.
- Turn the camera on: slide the power switch on the left side of the camera from "Off" to "Camera."
- Insert a CF (compact flash) memory card in back of camera: open the cover and insert the card into CFA. Follow the diagram on the camera, inserting the side with the holes first. There is a right side up. If the card resists, turn it over. Don't force the card into the slot.
- If the card is new you need to initialize it:
 - Menu→Other Functions→Initialize Media→CF A→Set→OK
 - This is also the way you erase the card when you've finished the story. (You should always erase you card after you finish editing the last story and before you head out on the next story.)
- When you are ready to eject the card after shooting, make sure you're not recording and then push the knob to the right of the card slot twice.
- Record Settings:
 - Make sure the following indicators are listed near the top right of LCD screen or viewfinder:
 - 50Mbps
 - 1920x1080
 - 60i
 - If you do not see these settings or anything else displayed on the viewfinder, click on the Display/Battery Info Button right below the camera handle.
 - If your camera is not on these settings, there are two options to reset them:
 1. Menu (left side of the camera below the audio level dials) and then use the SET toggle button on the top of the camera to navigate to Other Functions→Transfer Menu/CP→Load from SD→Menu+CP→Set button→Overwrite settings?→OK
 - a. Press Menu again to exit
 2. Menu (left side of the camera below the audio level dials) and then use the SET toggle button on the top of the camera to navigate to Other Functions→ Bit Rate/Resolution→50Mbps 1920x1080→Set button
 - a. Frame Rate→60i→Set button
 - b. Press Menu again to exit

- Video:
 - A few first steps:
 - a. Make sure the GAIN (silver toggle on left side of the camera) is set to “L.”
 - b. Make sure SHUTTER (black switch on left side of the camera) is set to Off.
 - c. Make sure AGC (slide switch on the left side of the camera) is set to Off.
 - Remember **I-N-W-F**
 - **I**RIS-**N**D FILTER-**W**HITE BALANCE-**F**OCUS
 - “**I** **N**ever **W**ill **F**ail” if I do these in this order
 - Slide Full Auto button on left side of camera to “Off”
 - Iris: sets exposure/how much light enters the camera
 - ND: stands for Neutral Density filter; acts like sunglasses in bright conditions
 - a. Slide the Iris button on the left side of the camera to A (auto).
 - b. Look on the left side of the LCD Screen to see if the ND signal is flashing.
 - c. If it is flashing, switch the ND filter (vertical buttons on the left side of the camera) to whatever the camera is flashing. For example, if “ND1” is flashing, slide ND Filter button on left side of camera to “1”. Once it stops flashing you are on right ND filter. Note: ND CLR = ND OFF.
 - d. Push the Zebra button on the left side of the camera until diagonal lines appear on the LCD screen.
 - e. Notice how about one-third to one-half of the screen is filled with the lines. This is the within the rage of an ideal Zebra setting.
 - f. Now switch the Iris button to M (manual) and adjust your Iris (ring closest to the back of the camera) to fine-tune exposure. Ideally, when shooting an interview, the subject’s forehead and nose should have zebras (the most exposed/brightest parts of the face).



Courtesy: thedvshow.com

*If you're in a hurry, push and hold the “Push Auto Iris” button on the left side of the camera to set the iris quickly.

- White Balance: assures proper colors so reds are red and blues are blue
 - a. Turn the AWB (auto white balance) button on the left side of the camera to “Off.”
 - b. Make sure the silver toggle switch on the left side of the camera “B/A/Preset” is set to “A.”
 - c. Zoom into a white target so it fills up screen. The target should be reflecting the dominant light source in the room.
 - d. While looking at the LCD Screen, push and hold the  symbol button next to “B/A/Preset.” Notice how the  A will flash until the color temperature reading (ie. 4900) is established.

- Focus: keeps pictures sharp
 - d. Set the Ring-Rocker button on the left side of the camera to Rocker. This allows you to use the toggle switches to zoom in and out.
 - e. Set “Focus” button on left side of camera to “M” (Manual)
 - f. Turn on peaking by pushing “Peaking” button on the left side of the camera. “Peak 1” will appear in yellow in the LCD Screen when Peaking is on.
 - g. Zoom all the way in on the subject you want to shoot. Adjust the focus ring (closest to the lens) until the subject turns red. Whatever is in red is in focus. (The red is not being recorded – it will not show up on your video.)

- Audio: There are two microphones; one collects natural (nat) sound and one you use for interviews. The nat sound mic is the internal mic built into the camera and will always be Input 1 and the interview mic (whether stick or lav or cable or wireless) will always be Input 2.
 - h. Looking at the camera from the front (lens side) set the buttons just to the left of the lens to CH1 – Mic and CH2 – Mic.
 - i. Turn the camera back around with the eyepiece closest to you. On the right-hand side above the hand strap, adjust the Audio In settings: CH1 – INT, CH2 – EXT
 - j. With the eyepiece still closest to you, adjust the Audio Level settings on the left side of the camera: CH1- A ,CH2 - M
 - k. Plug your microphone (whether it be stick, lav, wireless) into CH2 jack on right side of the camera in front of the hand strap.
 - l. Plug your headphones into the headphone jack on the right side of the camera to the right of the battery.
 - m. To set audio levels, temporarily turn Audio Level CH1 to M and turn the dial to 0 (zero). Ask the interview subject to count to 10 and adjust the audio dial for CH2 so the horizontal bars on the LCD screen go about two-thirds of the way across.
 - n. After you get good CH2 audio, go back to Audio Level CH1 and set it to A.
 - o. If you can't hear anything, the volume to the headphones may be turned down. Turn it up with the Headphone buttons underneath the carrying handle.
 **Note: turning up the volume to the headphones is not the same as recording at a higher level. Recording levels are set by the dials on the side and monitored with the meters in the LCD screen.

Other Settings Reminders:

- Make sure the GAIN (silver toggle on left side of the camera) is set to “L.”
- Make sure SHUTTER (black switch on left side of the camera) is set to Off.
- Make sure AGC (slide switch on the left side of the camera) is set to Off.
- Use IS (image stabilizer) when shooting off the tripod. Push button on the left side of the camera above Peaking. When On, you'll see a hand waving at you at the bottom of the LCD screen.

Cage Reminders:

- **Always check the equipment you are given before you leave the Cage area.** You want to know something is missing BEFORE you arrive at your story location. Plan ahead and leave yourself plenty of time to check everything out.
- **You need 3 fully charged batteries.** Two Canon batteries for the camera and one Sony battery for the toplight. Check what you are given - actually turn the camera on and find out if they are fully charged. Do this before you leave Newhouse.
- **Check your wireless batteries.** There are few things worse than finding out you can't do the interview at the moment you're ready to begin the interview.
- **Make sure the tripod legs are working properly.** Find out what's broken before you leave Newhouse.
- **Make sure the camera plate** fits in the tripod.

Other Equipment Reminders:

- One 16GB CF card shoots about 40 minutes of HD video at 50MB/s.
- Shooting standups: when you flip the viewfinder around to see yourself, press the mirror button on the back of the LCD screen to invert the image (so you're not upside down).
- Cover the lens when you're not shooting
- There is a Power Save Button at the top of the camera near the playback options and the internal mic. Press to enable power save mode and hold it again when you want to take the camera out of this option. The power save is a good alternative to use if you have a break in shooting and want to conserve battery and not completely shut down the camera.
- Always manually focus, don't use auto focus
- Tripod bubble: Make sure the bubble in the head of the tripod (not the legs section) is in the middle of the black circle. Adjust the legs/tripod head until it is. If you don't, your video will appear crooked.
- Use ear buds to monitor your audio during interviews. If you must use the headphones provided by Newhouse, be careful not to get tripped up in the long cable as you could pull over the camera and break it. No matter what you use, always monitor your audio. “But the meters were moving” isn't an excuse for bad audio.
- Top light: you should always try to use natural light (direct sunlight if outside, sunlight through a window if inside) to illuminate your subject. If you can't or it's nighttime, use the top light on the camera. You might use the top light to fill in shadows on someone's face or to illuminate a dark-skinned person who's in front of a bright background.
- **NEVER turn your back on or WALK AWAY FROM THE CAMERA.** Not even to walk just a few feet to move something in your shot. These cameras will be stolen if left unattended - guaranteed. They are no longer limited to professional use; people have similar cameras for their personal use. This makes them a target for thieves. If you must leave your equipment in your car unattended, make sure it's not visible to a passerby. Make sure your car is locked. Overnight, take the equipment into your residence – do not leave it in your car.