

Training for Stake Technology Specialists

Panasonic DMR EX78 DVD/HDD Recorder

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Training for Stake Technology Specialists

Panasonic DMR EX78 DVD/HDD Recorder

Section 1

How to create a Timer Programme

How to create a new Timer Programme

Timer Programmes are used to set the device to record broadcasts via a timer, so you don't have to be there to press the record button

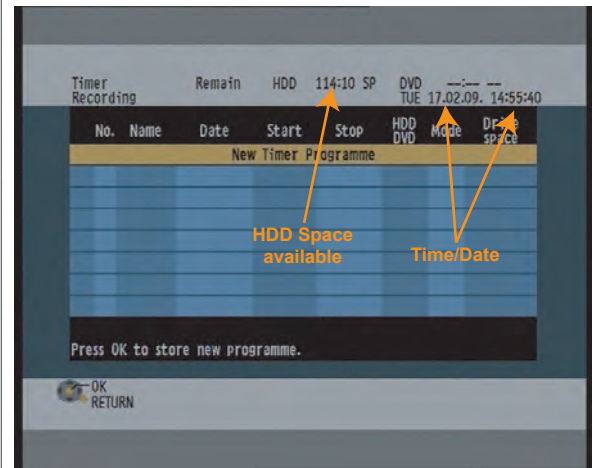
Step 1

On the remote press **Prog/Check**

You will now see a list of all the timer recordings that are set.

In the grey bar at the top of the screen check that the Time and date are set correctly and check that the HDD space remaining is sufficient to accommodate the recording you plan to make.

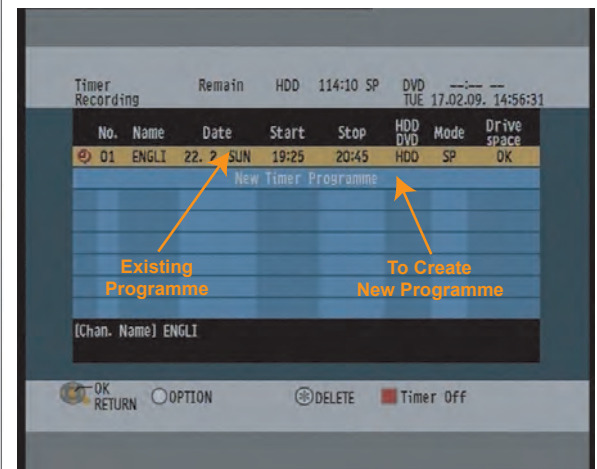
(The recording space left will be shown in the format HOURS:MINUTES so 114:10 means there is enough space for 114 hours and 10 minutes of recordings.)



Step 2

To edit an existing Timer Recording, use the **Up/Down** keys to scroll to the recording you want to edit then click **OK**

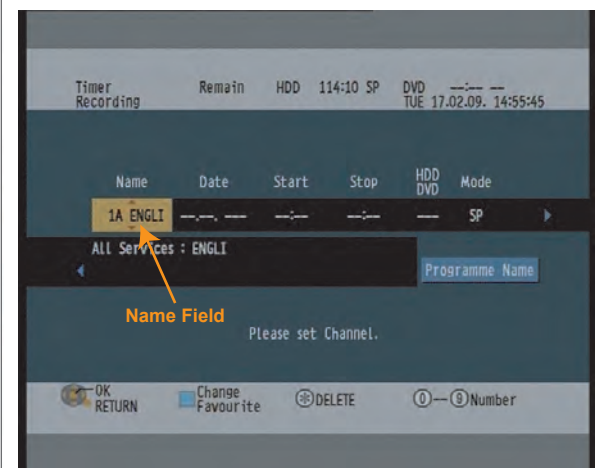
To create a new Timer Recording use the **Up/Down** arrows to scroll to **New Timer Programme** and Click **OK**



Step 3

The **Name** field is used to specify which channel you want to record from. There should be a separate channel for each language you have setup and another channel each for the Closed Captions and Camera input if installed at your site.

The **Name** field should be highlighted in yellow, if it isn't use the **Left/Right** arrow keys to scroll to the **Name** field and then use the **Up/Down** arrow keys to scroll to the channel you want to record from.



Step 4

Once the **Name** field shows the channel you wish to record from press the **Right Arrow** key to move to the **Date** field.

Use the **Up Arrow** to scroll to the date you want the recording to be made



How to create a new Timer Programme

Timer Programmes are used to set the device to record broadcasts via a timer, so you don't have to be there to press the record button

Step 5

Once you have set the date that you want the recording to be made press the **Right Arrow** key to move to the **Start** field.

The **Start** field will automatically be filled in to the current system time.

Using the **up/down** arrows or by typing the numbers into the keypad set the time (in 24hr time) to the time you want the recording to start.

(It is suggested that you start the recording 5 minutes earlier than the published time, so if the broadcast is set to start at 7:30pm, set the recording to start at 7:25pm)

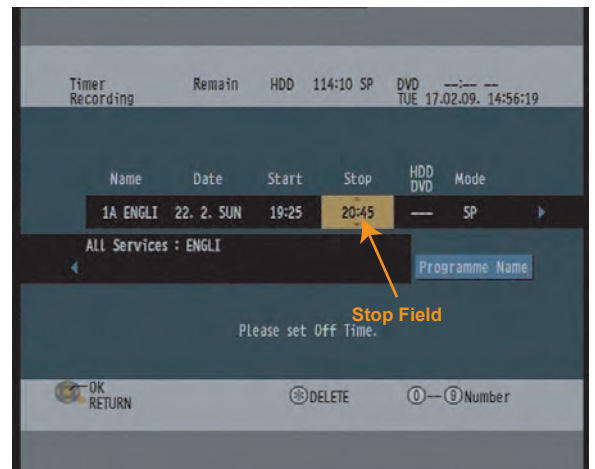


Step 6

Once you have set the start time for the recording press the **Right Arrow** key to move to the **Stop** field. The **Stop** field will automatically be filled in to the current system time.

Using the **up/down arrow** keys or by typing the numbers into the keypad set the time (in 24hr time) to the time you want the recording to stop

(It is suggested you stop the recording 15 minutes later than the published time, so if the broadcast is set to stop at 8:30pm, set the recording to stop at 8:45pm)

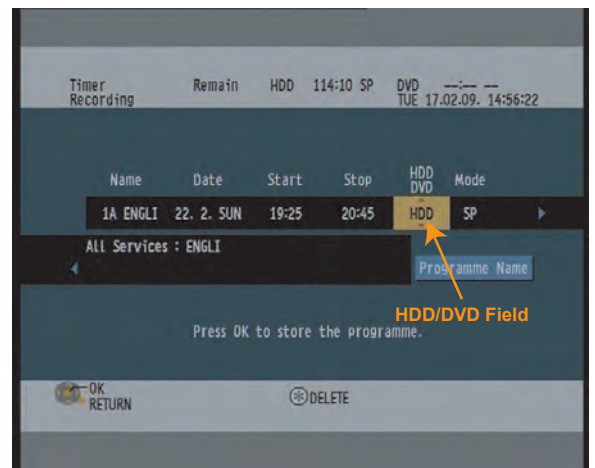


Step 7

Once you have set the Stop Time for the recording press the **Right Arrow** key to move to the **HDD/DVD** field.

Use the **Up/Down arrow** keys to set to **HDD**.

The two options here are HDD and DVD. HDD records to the Hard Drive, DVD records direct to a DVD disk. It is recommended that you use HDD for all Timer Programme recordings.



Step 8

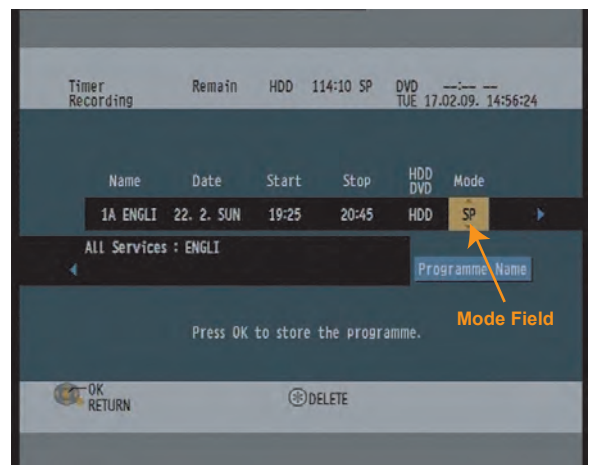
Use the **Right Arrow** key to move to the **Mode** field
Use the **Up/Down arrow** keys to set the **Mode** field to **SP**

There are multiple recording modes available.

It is recommended that you use SP for any recording that will last approx. 2hrs or less. For example this mode is ideal for General Conference sessions.

For recordings over 2hrs LP mode can be used.

It is recommended that you never use XP, EP or FR modes.



How to create a new Timer Programme

Timer Programmes are used to set the device to record broadcasts via a timer, so you don't have to be there to press the record button

Step 9

When all settings have been made Press **OK** to store the Timer Programme. You will now see a screen that shows you a summary of all the recordings you have programmed.

Press the **Exit** key to exit the menu.

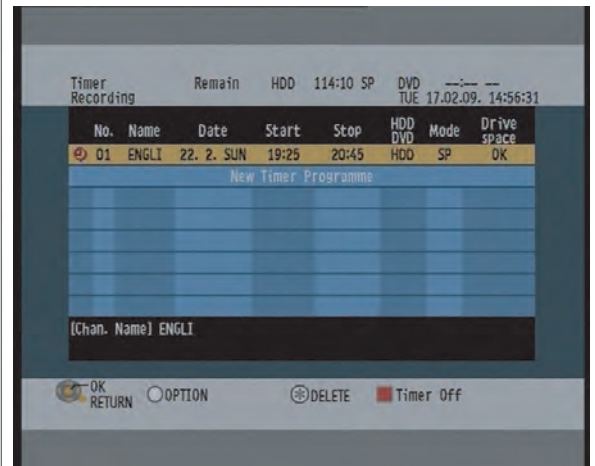
Optional: Before you press OK to store the Timer Programme you can set a Programme Name. Instructions are below for this optional step.

If you choose not to name the recording it will be listed in by the Date and Time it was made.

If you choose not to name the recording it can be named later



Exit Key



Optional - Naming the Recording

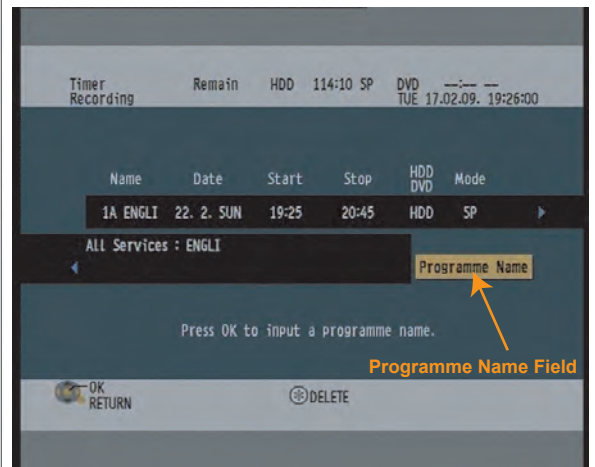
If you choose you can give the Timer Programme a name. You can also name the recording after it is made.

Naming a Programme or Recording can be slow and tedious so it is recommended you only take this step for Programmes or Recordings you intend on keeping on the Hard Drive for some time.

Un-named Programmes or Recording can always be identified by their Date and Time.



OK key



Programme Name Field

How To Name a Programme

When creating a new Timer Programme, or when editing an existing Timer Programme

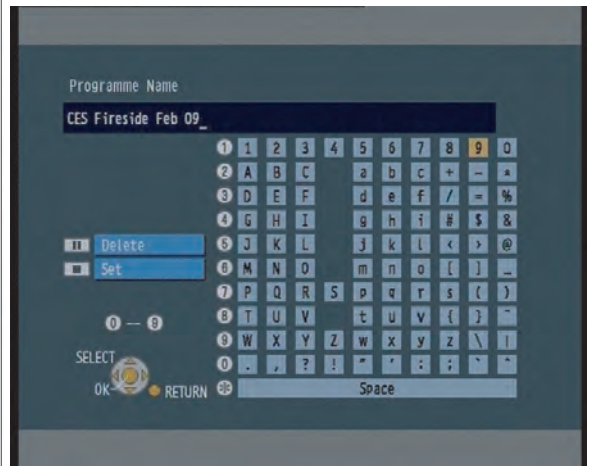
To enter a name use the **Right Arrow** key to scroll to the Programme Name field then Press **OK**.

The Programme Name screen will now appear. To name your Programme use the **Up/Down Arrow** and **Left/Right Arrow** keys to highlight the letters you want then press **OK** to enter the letter in the **Programme Name** field.

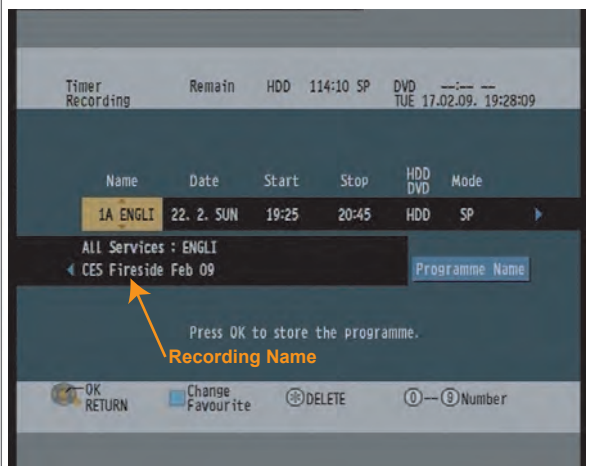
Continue to add letters until you have completed the name for the recording then press the **Stop** key on the remote to save the name.



Left/Right Up/Down



Stop key



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Section 2

How to copy a single recording to DVD

How to copy a single Recording to DVD

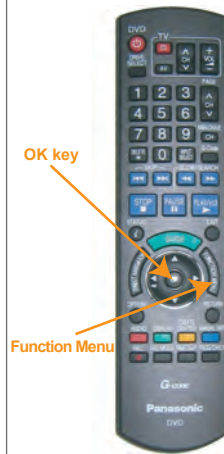
For instructions on how to copy a multiple recordings to a single DVD see the next section of this instruction book

Step 1

Before you begin ensure there is a blank DVD in the tray and the tray is closed

Press the **Function Menu** key

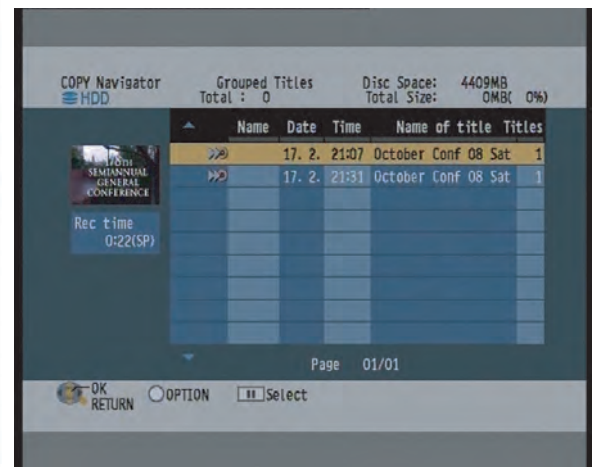
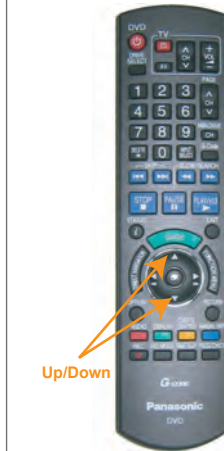
Use the **Down Arrow** key to scroll to the **Copy** field then press **OK**



Step 2

You will be taken to a list of the recordings currently on the HDD

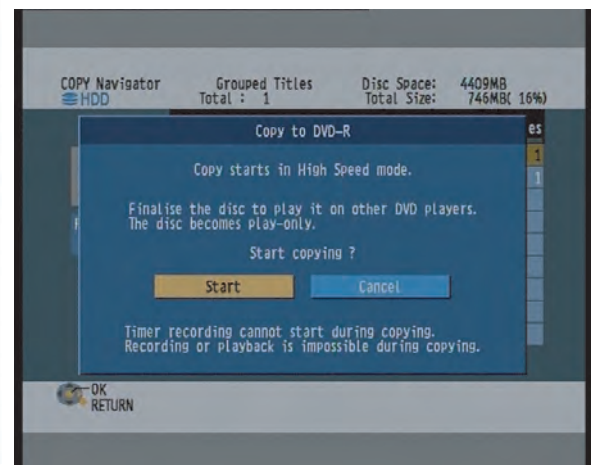
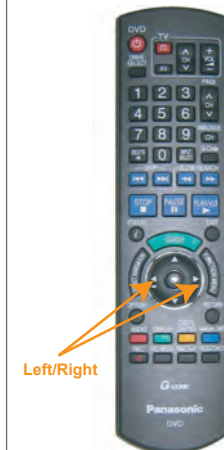
Use the **Up/Down Arrow** keys to scroll to the recording you want to copy to DVD and press **OK**



Step 3

A menu will pop up titled **Copy to DVD-R**, use the **Left Arrow** key to scroll to the Start field and press **OK**

The recording will now be copied to the DVD and the disk will be automatically finalised

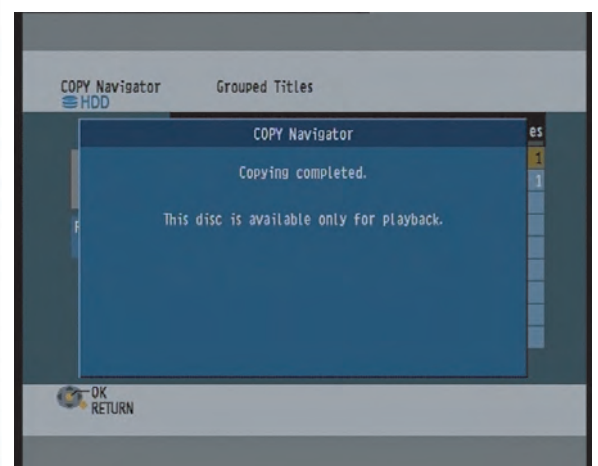


Step 4

When the Finalising is complete a message will appear on screen that reads **Copying Completed**

The disk is available only for Playback. Press **OK** to dismiss the message

You can now eject the disk and test it in a DVD player



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Section 3

How to copy a multiple recordings to DVD

How to copy multiple Recordings to DVD

For instructions on how to copy a single recording of 2 hours or less to DVD see the previous section of this instruction book

Step 1

Before you begin ensure there is a blank DVD in the tray and the tray is closed

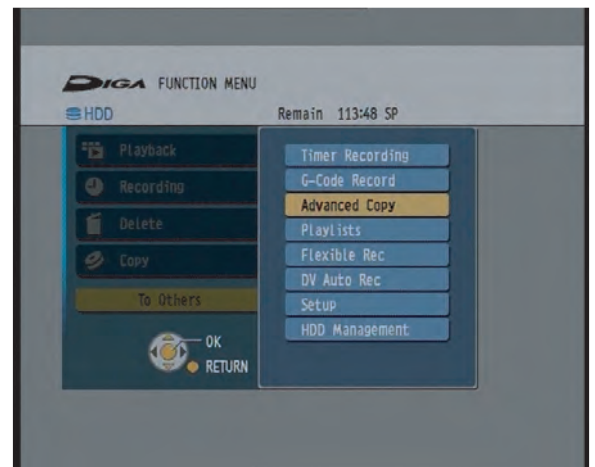
Press the **Function Menu** key

Use the **Down Arrow** key to scroll to To Others then press **OK**



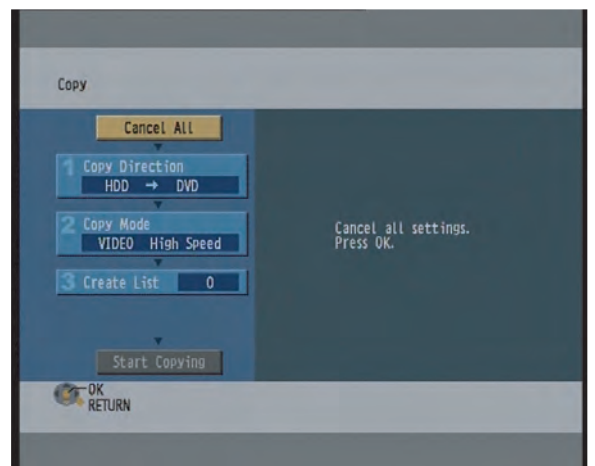
Step 2

Use the **Down Arrow** key to scroll to the **Advanced Copy** field then press **OK**



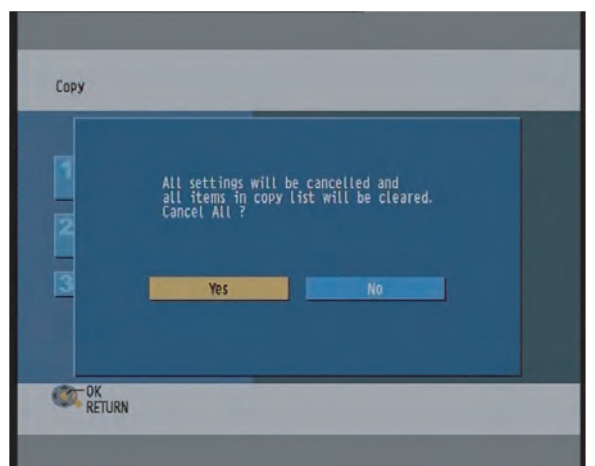
Step 3

Use the **Up Arrow** key to scroll to the **Cancel All** field and press **OK**



Step 4

Use the **Left Arrow** key to scroll to **Yes** then press **OK**



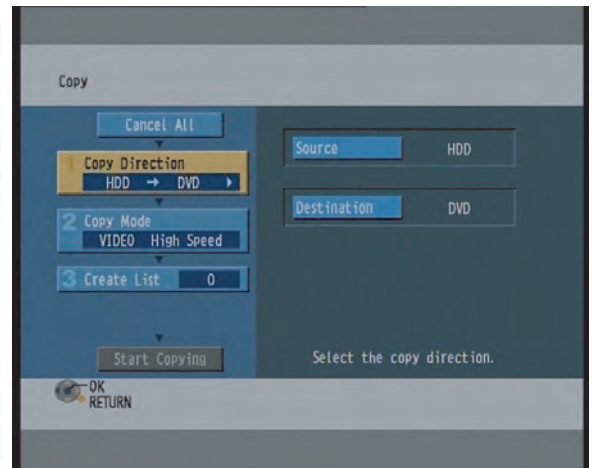
How to copy multiple Recordings to DVD

For instructions on how to copy a single recording of 2 hours or less to DVD see the previous section of this instruction book

Step 5

Ensure the **Copy Direction** field is set to **HDD → DVD**

If the **Copy Direction** is not set to **HDD → DVD** use the **Right Arrow** key to scroll to the **Source** field then press **OK** and scroll to **HDD** then press **OK**. Use the same process to change the **Destination** field to **DVD**

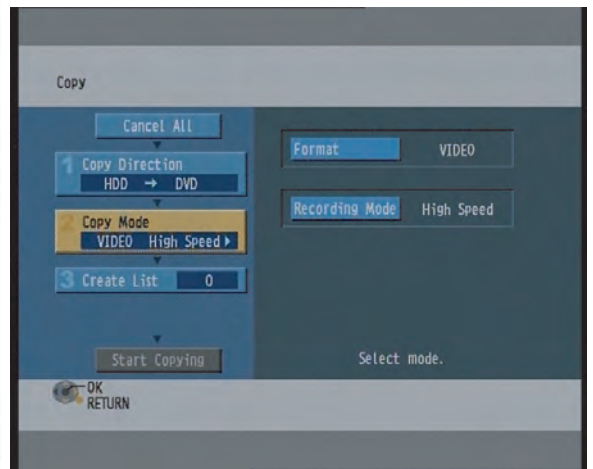


Step 6

Use the **Down Arrow** key to scroll to the **Copy Mode** field

Ensure the **Copy Mode** field is set to **Video High Speed**

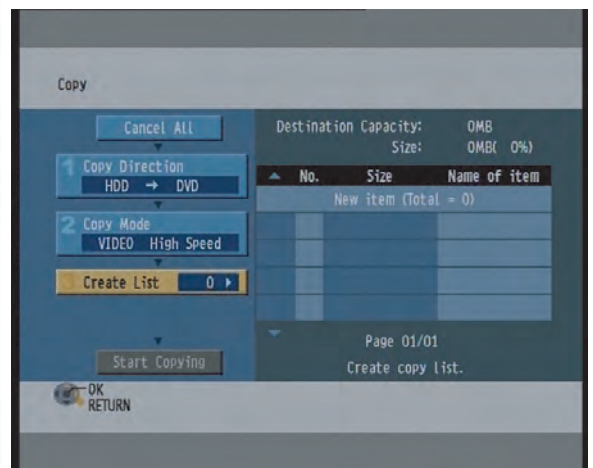
If the **Copy Mode** is not set to **Video High Speed** use the **Right Arrow** key to scroll to the **Format** field then press **OK** and scroll to **Video** then press **OK**. Use the same process to change the **Recording Mode** field to **High Speed**



Step 7

Use the **Down Arrow** key to scroll to the **Create List** field

Use the **Right Arrow** key to scroll to the **New Item** field then press **OK**



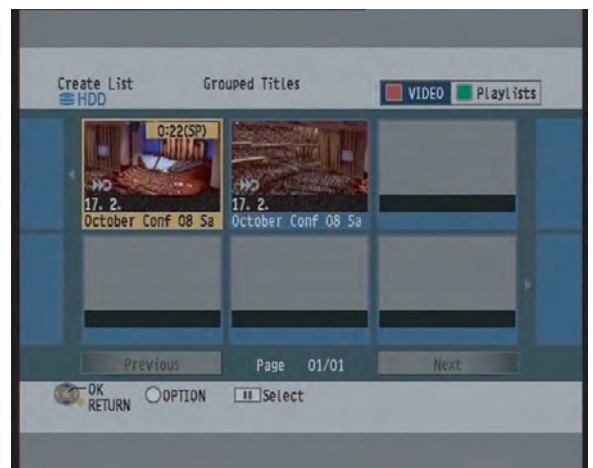
Step 8

You will now be taken to the list of recordings currently stored on the HDD

You can view the recordings on the HDD in two ways, by thumbnail or as a table.

To change the view press the **Option** key and a pop up menu will appear, scroll to the second item in the list, it will either show **Thumbnail Display** or **Table Display** depending on which view you are currently using.

Press **OK** and the view will change. Follow the same process to change back.



How to copy multiple Recordings to DVD

For instructions on how to copy a single recording of 2 hours or less to DVD see the previous section of this instruction book

Step 9

Use the **Up/Down** and **Left/Right Arrow** keys to scroll to the recording you want to copy to DVD and press **OK**.

You will be taken back to the **Create List** section of the Copy screen and the recording you selected will appear at the top of the list.

You can repeat steps 7-9 to add more recordings to the DVD

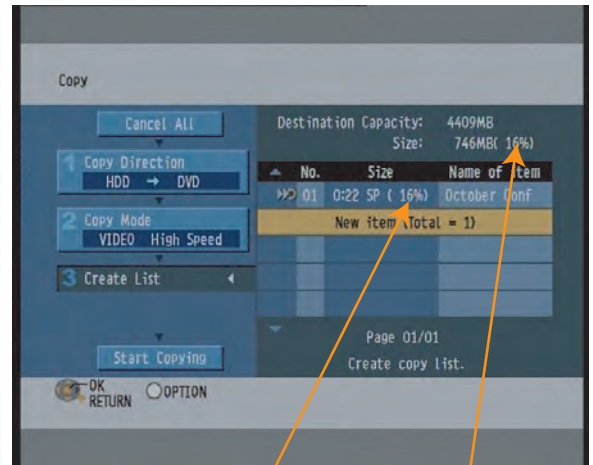
On the **Create List** screen you will see a percentage notation next to each recording and a total percentage notation at the top of the screen.

This tells you how much of the space on a single DVD the recording will take up.

If the total percentage exceeds 100% it will be best to remove a recording from the List or edit the recording so that it is 2 hours or under, see below for instructions on how to do this.

If you choose to proceed with the total percentage over 100% then the recordings will need to be compressed, this will increase the time needed to create the DVD.

To compress a 2.5 hour recording to DVD takes 1 hour, to burn a 2 hour recording to DVD without compressing it takes about 3 minutes.



Individual File Percentage

Total Percentage

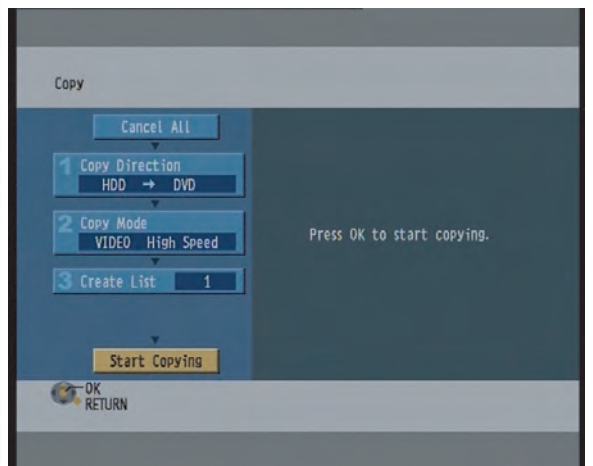
Step 10

Once you have added all the recordings you want to the list use the **Left Arrow** key to move back to the **Create List** field

Use the **Down Arrow** key to scroll to the **Start Copying** field then press **OK**



Left/Right



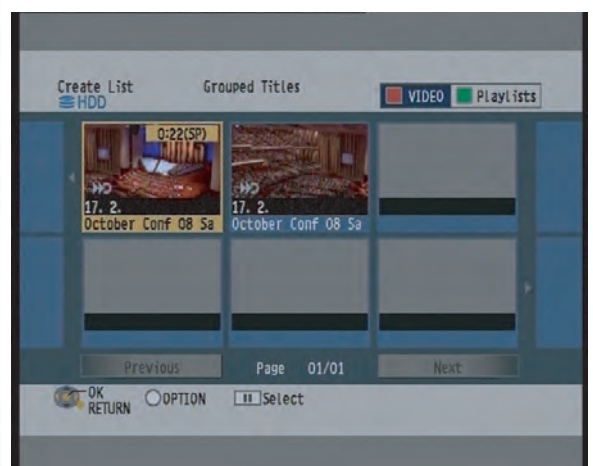
Step 11

A menu will appear telling you High Speed Mode is selected and asking you to confirm it is OK to start

Use the **Left Arrow** key to scroll to Yes and press **OK**



Up/Down



How to copy multiple Recordings to DVD

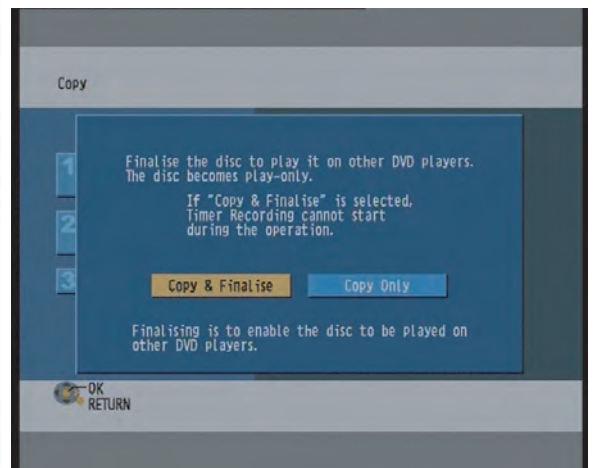
For instructions on how to copy a single recording of 2 hours or less to DVD see the previous section of this instruction book

Step 12

A Menu will appear asking if you want to **Copy Only** or **Copy and Finalise**.

Use the **Left Arrow** key to scroll to **Copy and Finalise** then press **OK**.

*If you choose **Copy Only** the DVD you create will not be playable on any other DVD player, it is recommended that you never create DVDs that are not finalised.*

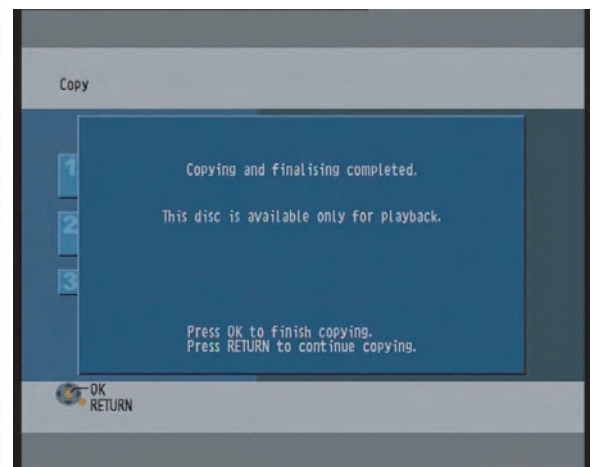


Step 13

When the DVD is completed a message will appear on screen to tell you that Copying and Finalising is complete.

Press **OK**.

You can now eject the DVD and test it on a DVD player.



For instructions on how to copy a single recording under 2 hours to DVD see the section titled **How to Copy Single Recordings to DVD**

For instructions on how to edit or split recordings of fit on a DVD see the section titles **Editing Recordings**

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Section 4

How to Edit Recordings

How to edit Recordings

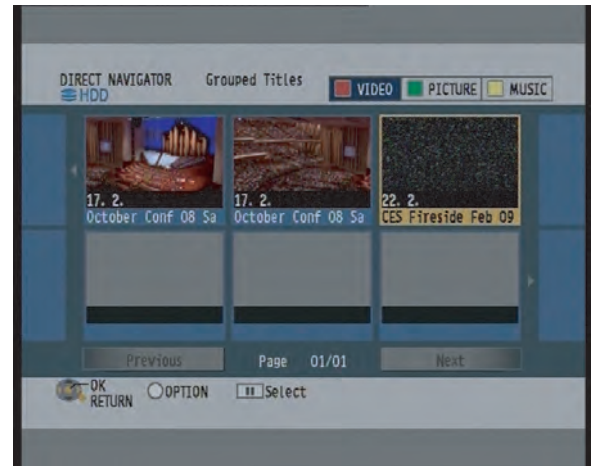
It is recommended that you start your Timer Programme recordings 5 minutes early and end them 15 minutes late, this process will show how to edit out these lead-in and lead-out sections so the recordings will fit on a DVD

Step 1

On the Remote press the **Direct Navigator** key, you will be shown a table or list all of the recordings on the HDD.

Use the **Up/Down** and **Left/Right Arrow** keys to highlight the recording you wish to edit

Direct Navigator key

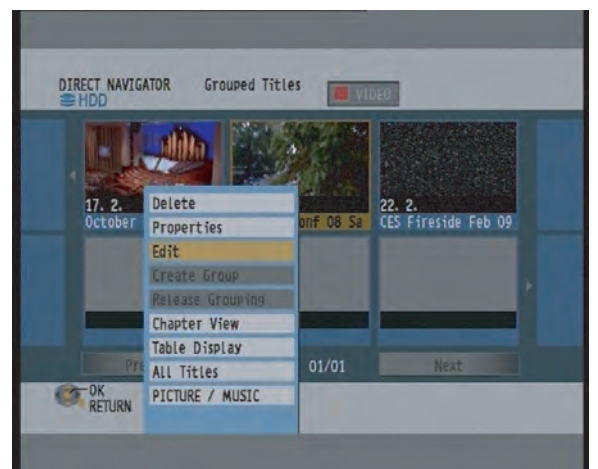


Step 2

Once you have located the recording you wish to edit press the **Option** key.

On the pop-up menu that appears use the **Down Arrow** key to scroll to the **Edit** field and press **OK**

Option key



Step 3

A menu will appear with the editing options, use the **Down Arrow** key to scroll to the **Divide Title** field and press **OK**

Left/Right



Step 4

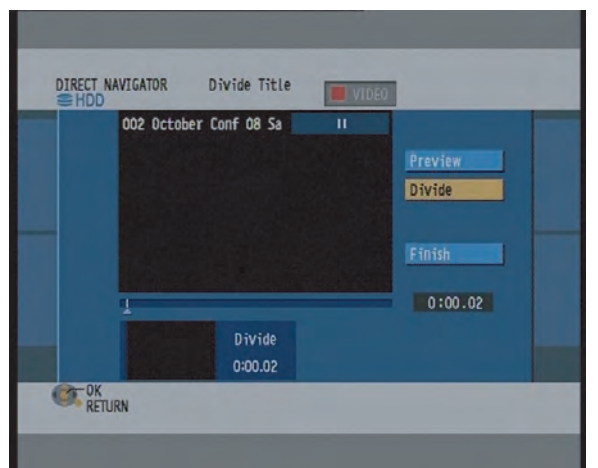
The recording will play, use the **Slow/Search** keys to locate the point where you want to cut the recording

It is recommended you make the cut at a point 5 seconds before the broadcast begins

Once you have located the point you wish to cut the recording at use the **Up/Down Arrow** keys scroll to the **Divide** field and press **OK**

If you are happy with the cut location chosen use the **Down Arrow** key to scroll to the **Finish** field, then press **OK**.

Slow/Search



How to edit Recordings

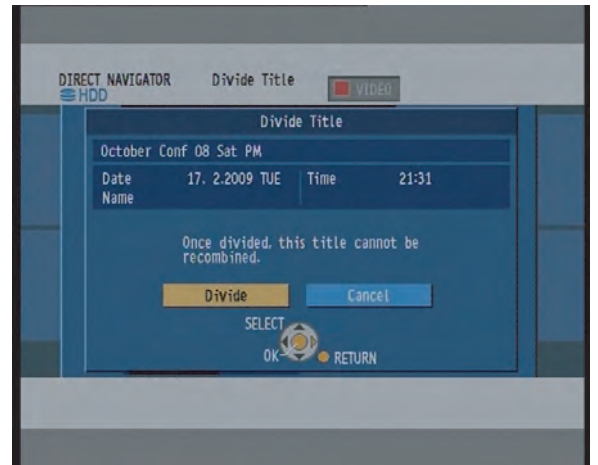
It is recommended that you start your Timer Programme recordings 5 minutes early and end them 15 minutes late, this process will show how to edit out these lead-in and lead-out sections so the recordings will fit on a single DVD

Step 5

A menu will pop up asking you to confirm that you wish to divide the recording, use the **Left Arrow** key to scroll to Divide and press **OK**

Recordings cannot be recombined into one file once they are cut, but you can copy several recordings to a DVD and have them run in sequence with only a second or two between them.

Direct Navigator key

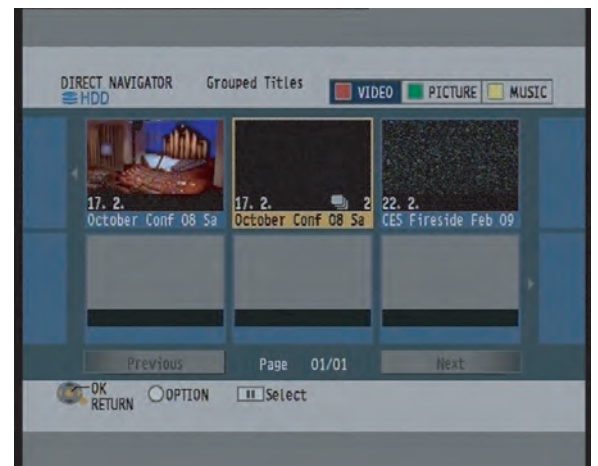


Step 6

Once the recording has been divided you will be taken back to the main Navigation menu and you will see a small "multiple recording" icon (that looks like stacked pieces of paper) appear in the bottom right of the recording.

Use the **Up/Down** and **Left/Right Arrow** keys to scroll to the recording you just divided and press **OK**

Option key



Step 7

You will now see the two parts of the recording you just divided, they will be shown in sequence.

Use the **Up/Down** and **Left/Right Arrow** keys to scroll to the section of the recording you just want to delete and press the **Option** key

Use the **Up/Down Arrow** keys to scroll to the **Delete** field then press **OK**

Warning: Deleting a recording cannot be recovered. Please check before you delete!!!

Left/Right



Step 8

Repeat steps 2-7 to remove any unwanted footage at the end of the recording.

You should be left with a recording that starts with 5 seconds of blank space before the broadcast and ends just after the copyright notice.

For a recording of a standard General Conference Session this process will allow you to fit the whole session onto one DVD and still be able to burn to DVD at high Speed.

Slow/Search

