

**Document Camera Guide:**

1. Download relevant document camera software. This may vary depending on the model of document camera, but if you are using an Ipevo model, you can download the software here: <https://www.ipevo.com/software/visualizer>
2. The image from the camera can also be streamed directly to Zoom Session.
3. The camera connects to the computer via a USB cable.
4. Once connected to the computer, you can choose the document camera as one of the options for “select a camera” in the Zoom session.
5. If you only want to use the document camera, and not your document and laptop webcam, then you don’t need to do anything further and you do not need to download any software.
6. If you want to use your built-in laptop camera/webcam and have that directed at your face while using a second camera feed for the document camera, you must use the document camera software.
7. Open the software (“Visualizer” for Ipevo document cameras) on your computer.
8. You can show what you are drawing/writing under the document camera by selecting the “share screen” option at the bottom of the Zoom menu.