COLLABRACAM™

User Guide

COLLABRA**CAM**™ User Guide

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Welcome to CollabraCam!

Have you ever shot a video with friends using multiple cameras but after you were finished, collecting the footage was a huge hassle and editing took forever? Have you ever wanted to direct a video with multiple cameras and edit live on-the-fly... while all the video clips were compiled for you, so post-production took little or no time at all? Now you can with CollabraCam!

CollabraCam is a collaborative social video production app with live editing and communication. CollabraCam provides a quick, easy and fun way to engage in a multicam video production with your family and friends. You and your crew will produce awesome videos with minimal post-production.

Direct your camera ops over local Wi-Fi or HotSpot and choose the best shots to record and edit your video live. Monitor up to four streaming iOS cameras and select the best camera to queue for the next shot. Silently prompt your camera ops with action cues to pan a shot, dolly in for a close-up and more.

Video clips are recorded on the cameras. When you end the production and save your session, cameras transfer the clips in the order shot and the movie is assembled with automatically generated credits for you and your crew.

Your movie can be viewed in the app and exported to your Camera Roll in three sizes. Video clips can also be exported to your Camera Roll to edit in a video editing app or saved via File Sharing in iTunes to edit on your computer... or maybe you've exported clips to your Camera Roll but not had a chance to edit yet? Open iMovie or Final Cut Pro X on your computer, plug in your device and it will automatically be recognized as a camera and prompt you to download the clips from your Camera Roll. With minimal effort, you can assemble clips, and add transitions and music to complete your movie's final cut.

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General Usage Tips

- To ensure consistent video and audio quality it is highly recommended that all of the cameras used in a session are all of the same device, eg. all iPhone 4S, etc.

- CollabraCam streams video over a local Wi-Fi network (preferably wireless N) using a wireless router, hub or Hotspot. If using CollabraCam in an area where there are several wireless networks available, network activity and connectivity may suffer from WiFi channel pollution.

- CollabraCam requires a wireless network, but the network does not require an internet connection. A network can be created with any wireless router, a mobile HotSpot device, iPhone or iPad HotSpot* or with a computer-to-computer network created on a Mac.

- If Auto-Lock is enabled, it is advised to turn it off to ensure your device does not go idle during a session.

- If Bluetooth is enabled, it is advised to turn it off to ensure the highest possible transfer rate during a session.

- To avoid disconnections due to a phone call or text, it is advised to put your device into airplane mode and manually turn WiFi on before starting a session.

We appreciate your feedback and we want to hear from you! If you have feature request, a support question, a bug report or maybe you'd just like to share a link one of your videos... send an email to us at: support@collabracam.com

* With Hotspot for iPhone, the director device should be the HotSpot.

Home Screen

The Home screen is the starting point for your collaborative creativity. The interface contains the following buttons:

- **Director** - direct a multicam session

- **Camera** - participate as a camera op in a multicam session

- **Sessions** - view and manage sessions (delete or create a copy of a session), review or export a movie or export the clips, resume a previously saved session or view, export or delete clips saved as a camera op

- **User Guide** - view the User Guide (PDF), open the User Guide in iBooks, open the User Guide in an installed 3rd party app or print the User Guide with AirPrint

The tool bar contains the following buttons:

- **Settings** - enter a user name

- **Information** - view information about CollabraCam

Settings Screen

Enter your name as you'd like it to appear in the credits at the end of a video. Tap the user name text field and the keyboard is displayed on screen. After you enter a name, tap the Back button to exit Settings and return to the Home screen.

The name you enter in the settings will also be displayed when connecting to a director as a camera op at the start of a session. You can revisit the Settings whenever you want to change or edit your name, use a nickname or a social media user name prior to starting a new session. You can also access CollabraCam settings in the iOS Settings app.

Ensure each device has a unique user name. If two or more devices have the same exact user name, only the first one to choose camera and broadcast their video stream will be available to connect to the director.

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‹ Main Menu	**Settings**	

User Settings

User Name ǀ

Q	W	E	R	T	Y	U	I	O	P

A	S	D	F	G	H	J	K	L

⇧	Z	X	C	V	B	N	M	⌫

.?123	space	Done

The Camera

The Camera contains the camera view with a quit button to exit the camera in the upper left. Once the director connects to a camera, a camera number and light indicator is displayed adjacent to the Quit button.

The Status light in the upper right is initially unlit and labeled "Status." When the director queues a camera for standby, the Status light turns blue and the label changes to "Standby." When the director starts recording on a camera, the Status light turns red and the label changes to "Recording." The Galileo Icon is only displayed when connected to a motorized Galileo dock. The Light button turns the camera's light on or off. The Light Indicator (lightning bolt icon) is transparent black when the light is off and solid black when the light is on.

The director can send action cues to any camera. When the director sends an action cue, the action cue icon is overlaid in the center of the video display of the chosen camera.
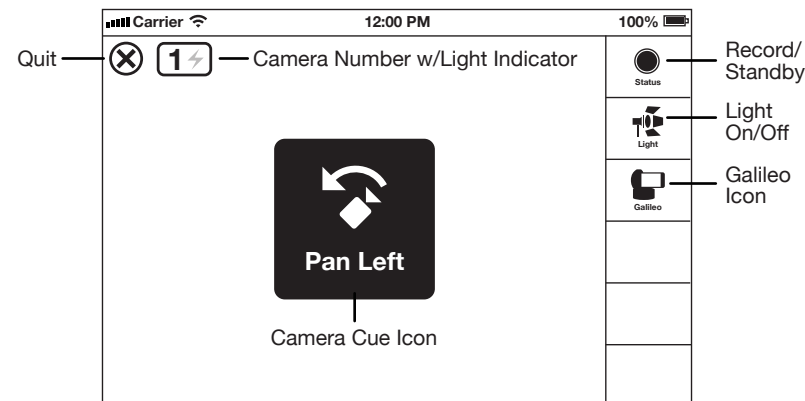
**Camera Status Light Colors and Labels**

Status | Standby | Recording

The Director

The Director interface contains four camera views each with camera number, light indicators (lightning bolt icons) and Galileo status, action cue buttons and a tool bar at the bottom which contains the following buttons and display:

- **Record** - start/switch recording to a camera
- **Stop** - stop recording during a session
- **Counter** - displays the total record time in H:MM:SS
- **Quit** - quit the session in progress without saving
- **Action** - end and save a session

The director can view, record and edit streaming video from up to four iOS cameras in real-time. The director can also send action cues to the camera ops. If a camera is docked in a Galileo the director can control the pan and tilt of a camera remotely by simply swiping in the camera view.
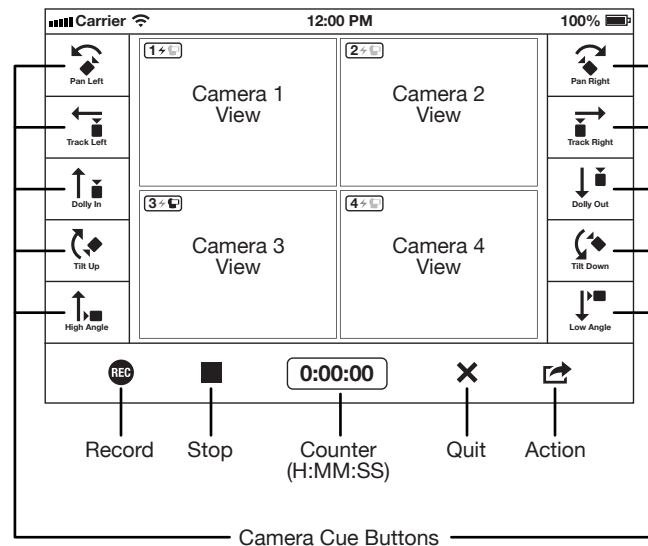
Title and Copyright

When you choose to be the director, the title and copyright screen is displayed. A title is optional and you can advance to the Director interface by tapping the Skip button. Entering a title is highly recommended because it is used as the session name, displayed in the credits and used to name the file folder saved via File Sharing in iTunes. If a title is not entered, "Untitled" will appear as the default. Tap the title text field and the keyboard is displayed on screen. Once you have entered a title, tap the Next button on the keyboard to proceed to the copyright text field or tap the Skip button to advance to the Director interface.

Entering copyright information is also optional. Only copyright holder information should be entered, the copyright symbol "©" and the current year are automatically generated. If you choose not to enter copyright information, there will be no display of copyright in the credits. Once you have entered the copyright information, tap the Done button on the keyboard to advance to the Director interface.
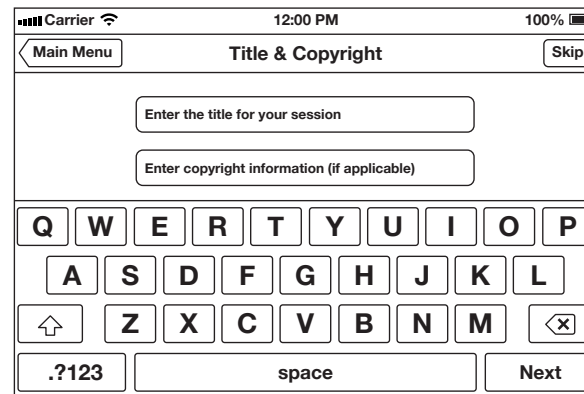
Connecting to Cameras

The camera views in the Director interface initially display lists of camera ops names. As cameras are discovered, each of the lists is populated with the same user names. (See lower camera views in the example.) The lists can scroll to reveal all of the available cameras on the network.

When you tap a name in one of the lists, the CollabraCam logo is displayed while connecting and the name you tapped disappears from the other lists to ensure you cannot connect to the same camera twice. (See upper right camera view in the example.) When you connect to a camera, live streaming video* from that camera is displayed. (See Camera 1 view in the example.) You can begin a session with less than four cameras and add additional cameras during the session.
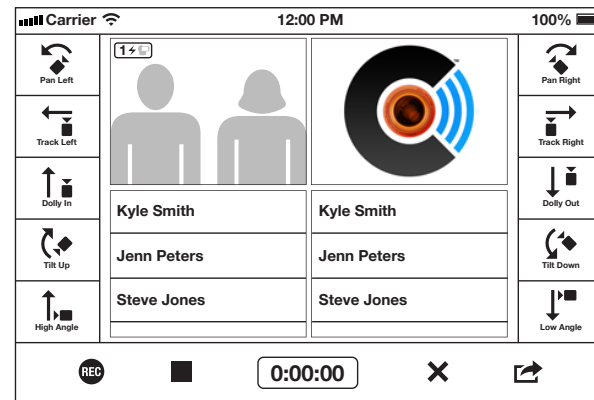
*A director does not receive audio during a session. However, audio is recorded and included in movie playback, an exported movie and exported video clips.

Live Editing

The director can begin the session when connected with the available cameras on the network. Tap a camera view to highlight it with the standby border, then tap the Record button to start recording on that camera and the recording border replaces the standby border. Tap a second camera view to queue a standby camera. When you tap the Record button again, the currently recording camera stops recording, is no longer highlighted with a border while the standby camera simultaneously begins recording and the recording border replaces the standby border.

Update: The director can put a camera on standby with a single tap and start recording on any camera with a double tap, *regardless of whether the camera was on standby or not.* The record button itself is now optional.
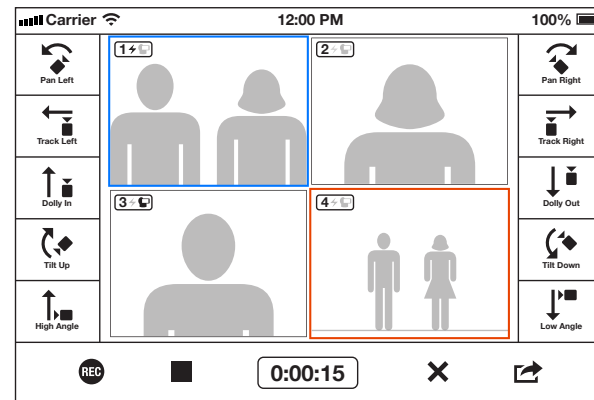
Camera View Status Border Colors

Standby   Recording

Directing Camera Ops and Galileo

The director can send action cues during the session to any camera op. Tap the desired action cue button and then tap the view of the camera you wish to direct. If the camera has no status it will become the standby camera. The action cue icon is instantly sent and overlaid in the center of the camera view of the chosen camera for the camera op to perform the desired action. The director receives notification the action cue was sent with a small icon displayed under the camera number of the chosen camera view. (See Camera 4 view in the example.)

If a camera is connected to a motorized Galileo dock the icon will be solid black. (See Camera 3 view in the example.) When a camera is docked in a Galileo, the director can remotely pan or tilt the camera with a swipe gesture within the camera view.
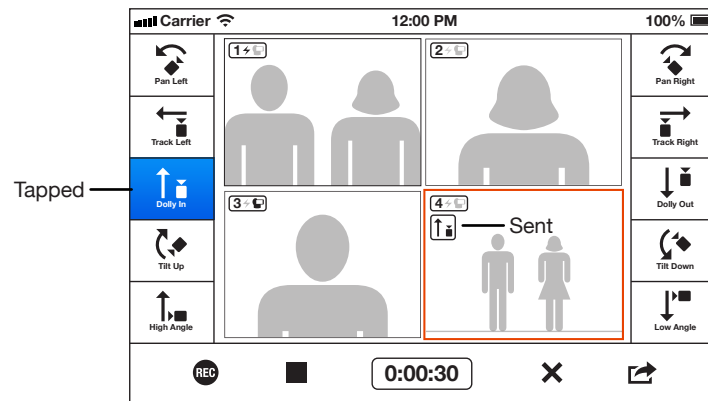
Finishing a Session

Video clips are transferred to the director after the session is ended. Tap the Action button when you are finished and wish to save. The Action button displays two choices, Cancel and Save Session. Tap Cancel if you inadvertently tapped the action button or decide to continue the session in progress. (If you did not stop recording before tapping the Action button, the currently recording camera will continue to record.)

Tap Save Session to end and save the session and the video clips will begin transfer from the cameras to the director. Ensure all of the camera operators leave their device in camera mode and do not quit the app until transfer is complete. Once the final clips are transferred and the movie is assembled, the Individual Session screen is displayed to the director.
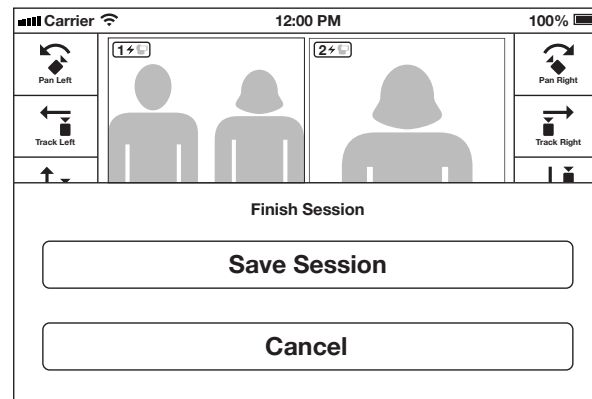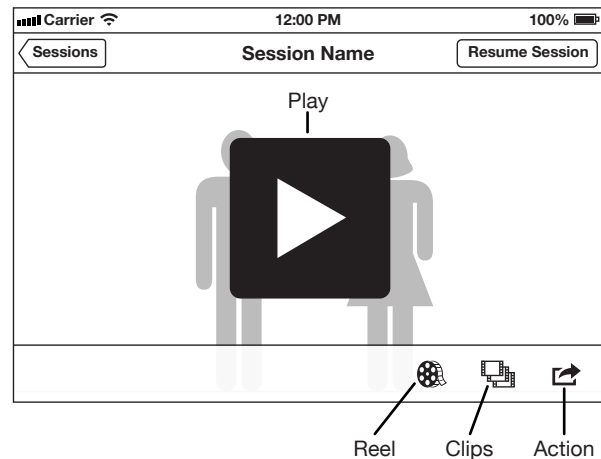
Individual Session Screen

The Individual Session screen is displayed to the director immediately after the clips have transferred from the cameras. The interface contains the edited video which can be played back in the app. The interface contains the following buttons:

- **Play** - start playback of your video

- **Sessions** - exit to the Sessions list

- **Resume Session** - resume the session as the director

The tool bar contains the following buttons:

- **Reel** - export the video to your Camera Roll

- **Clips** - to export video clips to your Camera Roll

- **Action** - to delete or copy the session

Viewing a Video

To view the video, tap the play button in the Individual Session screen. (See example, page 11.) Once loaded, the video will automatically begin playing. Rewind, Pause (pause toggles to play) and Fast Forward buttons are displayed, but will fade out after the first three seconds of playback. Tap the video if you want the buttons to reappear on-screen. The timeline at the top of the screen displays the length of time the video has played on the left and the time remaining on the right. You can scrub the timeline by tap-dragging the play head in the time slider. Scrubbing the time slider will pause the video; tap play to resume playing the video. Tap the done button when you want to exit the video.

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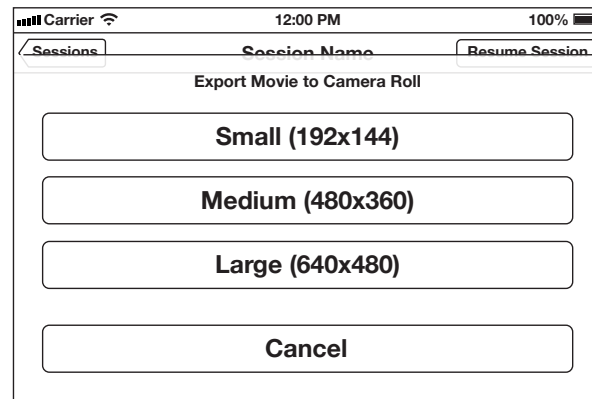Rewind   Pause/ Play   Fast Forward
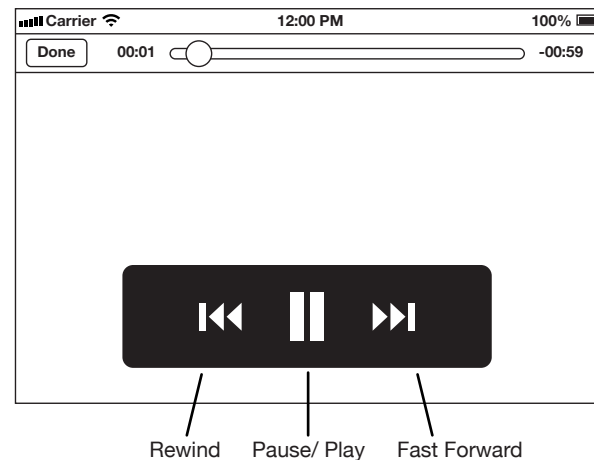
Exporting a Video

Tap the Reel button in the Individual Session screen to export the video to your Camera Roll. (See example, page 11.) The Reel button displays Cancel and three video export sizes:

- Small (192x144)
- Medium (480x360)
- Large (640x480)

Tap Cancel if you decide you do not want to export the video. Choose the size you wish to export and tap the corresponding button to export the video to your Camera Roll. The video will begin export and a progress bar is displayed. The videos in the Sessions list are always saved at the best quality. You can return at any time to reexport or export another size as needed.

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Sessions   **Session Name**   **Resume Session**

Export Movie to Camera Roll

Small (192x144)

Medium (480x360)
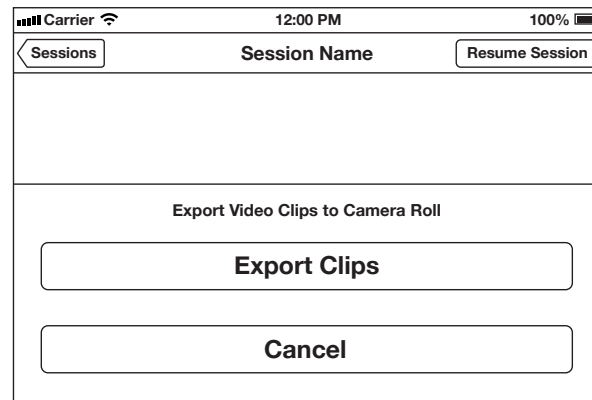
Large (640x480)

Cancel

Exporting Video Clips

Tap the Clips button in the Individual Session screen when you want to export the video clips to your Camera Roll. (See example, page 11.) The Clips button displays two choices, Cancel and Export Clips. Tap Cancel if you do not want to export the video clips at this time. Tap Export Clips to export the video clips to your Camera Roll. Video clips are saved sequentially to your Camera Roll, ready for you to assemble and trim clips and add transitions and music in a video editing app.
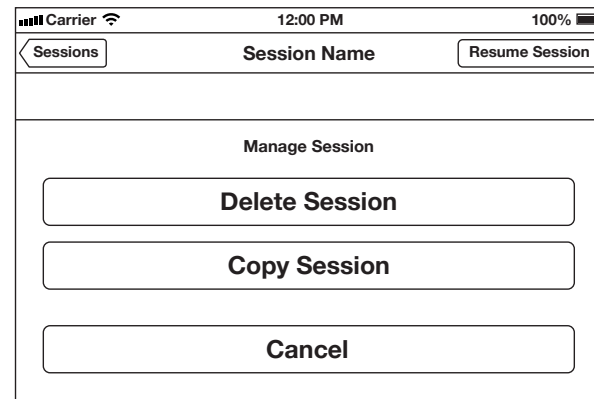
Video clips are also accessible via File Sharing in iTunes to easily assemble the clips in a video editing program on your computer. When you sync your device, scroll down to File Sharing under apps, select CollabraCam, select the desired file folder to save and click "Save to..." to designate where to save the files on your hard drive.

Video clips in are exported at the best quality. You can return at any time to reexport clips as needed.

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‹ Sessions   **Session Name**   Resume Session
Export Video Clips to Camera Roll
Export Clips
Cancel

Managing a Session

Tap the Action button in the Individual Session screen when you want to delete or make a copy of a session. (See example, page 11.) The Action button displays three choices, Cancel, Delete Session and Copy Session. Tap Cancel if you do not want to delete or copy the session. Tap Delete Session if you wish to free up space on your device. Tap Copy Session if you want to save a copy before resuming the session. When you copy the session you will have the opportunity to change the title and copyright information.

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‹ Sessions	**Session Name**	Resume Session

Manage Session

┌─────────────────────────────┐
│   **Delete Session**   │
└─────────────────────────────┘

┌─────────────────────────────┐
│   **Copy Session**   │
└─────────────────────────────┘

┌─────────────────────────────┐
│   **Cancel**   │
└─────────────────────────────┘

Sessions List

When you've finished a session and tap the Back button in an Individual Session screen or tap the Sessions button on the Home screen, the Sessions list is displayed. Sessions are displayed for videos which you directed and videos you participated as a camera.

The Director list contains the video icon with title, run-time, date and time and file size. Tap a title in the list to view the video for that session. Swipe across a session to reveal a Delete button and tap to delete the session. If you do not want to delete the session, simply tap on the session again and the Delete button will disappear. If you tap the Back button you will exit the Sessions view and return to the Home screen.

The Camera list displays similar information, but each session drills down into another directory where you can view individual clips from the sessions you participated as a camera op.

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| Back	**Sessions**	
Director		
	Product Launch Demo (H:MM:SS) MM/DD/YYYY 12:00 PM - 00.00MB	›
	Super Soccer Game (H:MM:SS) MM/DD/YYYY 12:00 PM - 00.00MB	›
	Moleman 3: Episode 1 (H:MM:SS) MM/DD/YYYY 12:00 PM - 00.00MB	›
Camera		
	My Social Media Experiment (# Clips) MM/DD/YYYY 12:00 PM - 00.00MB	›
	Cooking Live! (# Clips) MM/DD/YYYY 12:00 PM - 00.00MB	›

Individual Clip View

The Individual Clip view is similar to the Individual Session view and is displayed when drilled down into the Camera list of the Session view. The Individual Clip view contains an individual clip from the directory of clips that were shot on your camera which can be played back in the app. The interface contains the following buttons:

- **Play** - to start playback of an individual clip
- **As Camera** - to exit to the Camera Sessions view

The tool bar contains the following buttons:

- **Clip** - to export the individual clip to your Camera Roll
- **Action** - to delete the individual clip
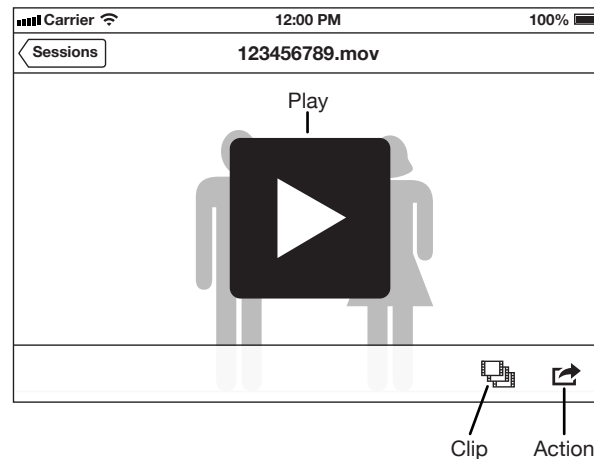
Basic Video Terminology

Assemble: Joining video clips in the sequence in which they were shot in a video editing application.

B-Roll: Shots of secondary, supporting video clips.

Cutaway: A shot in a sequence momentarily disrupting the flow of action, usually to introduce an important detail.

Dutch Angle: A shot where the camera is angled so the framing of the camera's view is not parallel to the horizon.

Dolly: A Dolly-In moves the camera toward the subject and a Dolly-Out moves the camera away from the subject. A dolly shot creates a sense of movement through space.

Final Cut: A finished movie after post-production is complete.

High Angle: A shot taken from above a subject, creating a sense of "looking down upon" whatever is in the frame.

Low Angle: A shot taken from below a subject, creating a sense of "looking up to" whatever is in the frame.

Pan: Horizontal pivoting camera move, left or right, from a stationary position to follow action or reveal action off screen.

Post-Production: The period after a production has ended and the video is being edited.

Tilt: Vertical pivoting camera move, up or down, from a stationary position and height to follow action, contrast the difference in size between two subjects.

Reaction Shot: A shot of a subject listening while another subject's voice continues on the audio track.

Rough Cut: Initial assembly of video clips without attention to detail such as trimming and adding transitions and music.

Track: Lateral camera move aligned with a moving subject. Tracking should maintain a consistent distance from a subject.

Trimming: Deleting frames from the beginning or end of a clip.

Voice-over: Narrative dialogue over the onscreen action.

Notes

Notes