

These guidelines are for working with the [Canon EOS Rebel T5](#) for digitizing cultural heritage materials.

Base settings on camera

1. Mode wheel: Ensure that the AV mode is selected (Aperture Priority).
2. Lens: The AF (auto focus) should be on and the Stabiliser off.
3. White Balance: In AV mode, press 'menu' and navigate with arrow keys to 2nd menu icon. Verify that 'custom white balance' is set and if it isn't, set camera to this.
4. Image Quality: Press 'menu' and select the 1st menu icon. Ensure that image quality is set to RAW. If it isn't use the arrow keys to navigate down to image quality, press the center button and then use the arrow keys to select RAW and press 'Set' (the center button).
5. Press the 'AV' button on the back of the camera to view the AV quick menu mode. Ensure 'One Shot' and 'RAW' are displayed as settings. This is also where the 'F' No. (Aperture) and the ISO No. (Light Sensitivity) can be adjusted.

****Important things to remember****

1. Aperture needs to be around F11-F12
2. The ISO should start at 100 and go no higher than 200



Camera settings for copystand work.

Using the EOS Utility Software to remote shoot

1. Mount camera on to tripod.
2. Plug camera into computer.
3. Set backdrop and lights.
4. Position the material on the backdrop.
5. Open EOS Utility software on computer.
6. Ensure all base settings are correct.
7. Refocus camera before each shot using the 'FlexiZone' setting.
8. Set white balance with EOS Utility software (see below guidelines on setting the white balance).
9. Click on 'Preferences' and set destination folder for saving images.
10. The shutter button for taking images is in the top right hand corner of the menu display in the Utility software.
11. You can use the brightness wheel on the camera menu display - just ensure you stay between 0 and +1.

****Important things to remember****

1. Any time you readjust the camera, tripod or lights and every time you have a new item for shooting, you need to reset the white balance.
2. Refocus the camera before every shot.

Setting the White Balance (to be done at the beginning of every setup)

1. Put the color card onto the material.
2. Open EOS Utility on the laptop.
3. A small window will appear on the computer with the camera settings - check they are all correct.
4. Select 'Live View Shoot'.
5. Ensure 'Apply to Shot Image' is selected.
6. Click on test shooting.
7. A new window will open - within that click on the 'eye drop' tool icon.
8. Position the tool over the color card and click on it.
9. Select 'apply to camera' and execute test shooting - this will ensure the white balance is set.