

- I. Physical Setup of the Canon A560
 - A. What's in the box - manuals/software CD, camera, case, strap, alkaline batteries, cables, memory cards (like film, but reusable), rechargeable batteries, charger
 - B. Note the two user's guides. [B=Basic Guide] [A=Advanced Guide] [H=Handout]
 - C. Camera - Remove plastic film and attach wrist strap.
 - D. Camera Parts [B 1-3]
 1. **Front**: lens, flash, viewfinder, microphone, beam/lamp.
 2. Top: Main shooting controls - shutter button, zoom lever, shooting mode dial
 3. Left: Connections for computer, TV, etc.
 4. **Rear**: LCD [A 12-16] and Viewfinder [A 16]
 5. Rear: Control buttons - Some have multiple uses to save space.
 6. Rear: Indicator lights [B 4]
 7. **Bottom**: tripod mount, door for battery & memory card
 - E. **Open door & insert batteries**. [B 5]
 - F. **Insert the 512MB memory card**. Practice removal too. [B 5-6]
- II. One Time Camera Menu Settings
 - A. Power on using the small power button on top.
 - B. **Explain use of "arrow" buttons** and FUNC/SET to select things. Set date & time.
 - C. FUNC Menu [A 18]
 1. Compression - Superfine
 2. Image Size - M2
 3. Press FUNC to get back to the regular screen.
 - D. Menu > Record [A 20-21]
 1. AiAF - leave ON
 2. Digital Zoom - turn OFF
 3. Red-Eye - leave ON
 4. Self-Timer - leave 10 sec
 5. AF assist - leave ON
 6. Review - change to 8 sec
 7. Disp Overlay - change to 3:2 Guide
 8. Date Stamp - leave OFF
 - E. Menu > Tools (Setup)
 1. Format the new memory card [A 25].
 2. Leave everything else alone in Menu>Tools.
 - F. Press MENU to get back to the regular screen.
 - G. Other menus - leave alone [A 21-24]
- III. Handy Things to Know
 - A. Playback/Shooting mode button [B 7]. How to tell which mode you're in.
 - B. Playback/Shooting often backs you out if "lost" - Press once or twice.
 - C. DISP button to toggle LCD display appearance [A 12]
 - D. In Shooting mode, # of pictures remaining show in lower right corner of LCD.
 - E. If battery is low, red icon will show in upper right corner of LCD [A 13]
 - F. **Shutter button** half-press will ready shooting at any time. [B 10]

IV. Basic Shooting

- A. Put the camera in shooting mode [B 7] and set the shooting mode dial to AUTO.
- B. How to hold the camera
- C. Aim, and then press shutter button.
- D. Observe the blinking green indicator. [B 4] Caution.
- E. Review the image. Longer review: switch to Playback mode [B 7] or hold down shutter button after shooting [B 10]
- F. Half-press focuses and gives feedback, full-press takes the picture [B 10].
- G. [Practice zooming](#) and shooting. [B 13] Tip: Zoom with feet when possible.
- H. [Practice self-timer](#) shooting [B 16]
- I. About the flash [B 14]
 - 1. [Flash range](#) is 2 - 11 ft. at wide angle, or 2 - 7 ft. when zoomed in [H] [A 110]
 - 2. Blinking orange indicator = flash is charging [B 4]

V. [Basic Playback](#) - Blue labels on buttons

- A. Playing back one image at a time [B 18]
- B. Erasing an image [B 18]
- C. Magnifying the image display [A 60]
- D. Viewing images in sets of 9 [A 61]
- E. Using the DISP button to show more or less information [A 12]
- F. More playback options in Menu>Play [A 21]

VI. Taking Better Pictures: [Composition Tips](#)

- A. [Fill the frame](#) [H]
- B. [Mind the background](#) [H]
- C. [Subject near, background far](#) [H]
- D. [Fewer subjects](#) [H]
- E. [Rule of Thirds](#) [H] [A 35] - Display Overlays
- F. [Different perspectives](#) [H]

VII. Taking Better Pictures: [Special Shooting Situations](#)

- A. Outdoors
 - 1. Ideal shooting condition = outdoor [shade or overcast](#) [H]
 - 2. Bright sun at photographer's back causes [sun squinting](#). [H]
 - 3. Bright sun makes [harsh shadows](#) [H] - Try flash ON (non-AUTO mode)
 - 4. Can use viewfinder in bright sunlight.
- B. [Backlit subject](#) [H]
 - 1. Reposition if possible to avoid the backlighting.
 - 2. If not, force the flash ON (non-AUTO mode)
- C. [Indoors w/o flash](#) [H] - out of range subject, reflective subject, or to avoid ugliness
 - 1. Turning off the flash in AUTO shooting mode [B 14]
 - 2. Still subject like artwork: ISO AUTO [A 54] - less noise but may need a tripod
 - 3. Moving subject or no tripod: ISO HI [A 54] - less motion blur but more noise
 - 4. Hold the camera steady (use viewfinder?) & gently squeeze shutter button.
 - 5. If blinking orange [B 4] or shake icon, use a tripod and self-timer [B 16].
- D. Indoor sports - not good with this camera, but if you want to try anyway I suggest:
manual mode, flash off, ISO 1600, fluorescent-H white balance, get CLOSE
- E. [Macro](#) (super close-up) mode [B 15]
- F. Movies [A 36-39] - But watch the length.
- G. [Other shooting modes](#) [B 11-12] [A 127-129] - Try party mode in the classroom?