



HoverCam Flex 11

User's Manual

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Introduction

The HoverCam Flex 11 application runs on IBM-PC compatible computers and allows you to record high-quality videos and snapshots with your HoverCam device. Additionally, it offers a range of features and functions to facilitate your instructional delivery and save you time.

Downloading and Installing

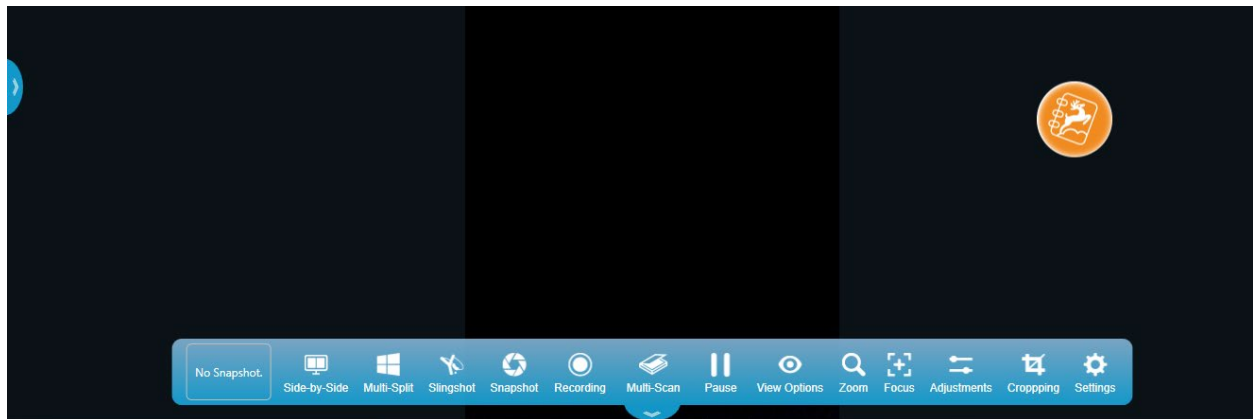
To obtain Flex 11, visit our website (www.thehovercam.com). Alternatively, Flex can be downloaded from your HoverCam Camera directly using the installation port. Locate "Hovercam Flex 11" and select "Download for PC" to begin downloading the file. Once the file is downloaded, open the program and follow the on-screen installation instructions.

Note: To operate the program, you will need to have a HoverCam document camera connected to your PC. If you launch Flex 11 without a document camera connected, you will see the following message: "cannot find available HoverCam camera device. Please make sure a HoverCam camera is plugged in."

Once the program launches and the main screen is displayed, click the "Settings" icon on the bottom right to specify the HoverCam camera and the video resolution you wish to use

Note: Be sure to check that you have the latest version of Flex 11 loaded onto your computer. You can find the update button under "Settings" – "misc." on the control dock.

Main Screen Elements (what you'll see when you launch the software)



- Live video display in center (taking up most of the screen area)
- A pull-out tab on the left edge for showing the recent snapshots saved. Click on the pull-out tab to display recent snapshots and/or access the archive manager; click the tab again to hide the snapshots.
- The annotation tool wheel
- A Tool Bar is displayed across the bottom of the screen. The following icons are included (from left to right) and are described in the following sections of this manual:
 - Previous Snapshot
 - Side-by-side
 - Multi-Split
 - Slingshot
 - Snapshot
 - Recording
 - Multi-Scan
 - Pause
 - View Options
 - Zoom
 - Focus
 - Adjustments
 - Cropping
 - Settings

Annotation Wheel

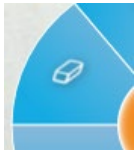
The annotation wheel will automatically open on the right side of the screen when Flex 11 launches. The wheel can be expanded or collapsed by clicking on the orange KnoteSter icon in the center. You can also drag and drop the wheel to different locations on the screen.



The annotation wheel has the following seven functions/tools:

1. [Eraser tools](#)

Clicking on the eraser icon will open a pop-out window with the three eraser tools:



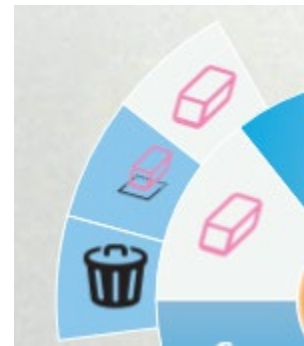
-The pixel eraser allows you to erase specific parts of your annotations:



-The object eraser allows you to erase an entire annotation at once:



-The full screen eraser allows you to erase all annotations that are currently on screen:



2. Undo

This button will undo the previous action:



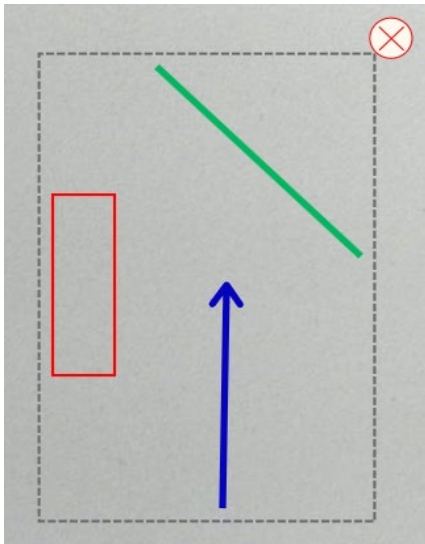
3. Redo

This button will restore the previously “undo” action:



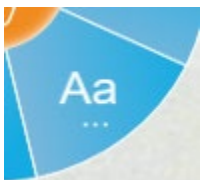
4. Canvass Select

Once selected, you can use your mouse or touch controls to trace a dotted line around specific annotations you wish to adjust. Once the annotations are selected, a dotted outlined box will appear around the selected annotations as well as a red “close” button on the top right corner. You can now drag the selected annotations and move them to a different location on the screen. You can also delete the annotations by selecting the red “close” button.

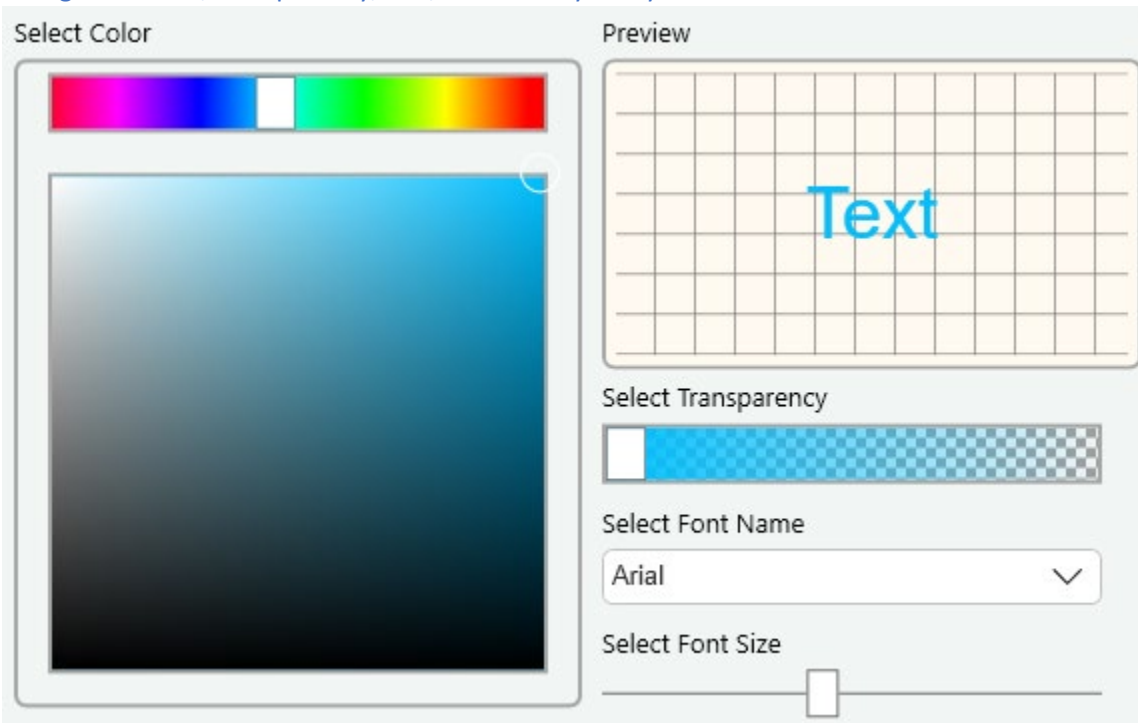


5. Text Tool

Creates an editable text box. You can use your keyboard to type in text:



You can access customization options by clicking and holding on the text tool icon. From here you can change the color, transparency, size, and font style of your text:

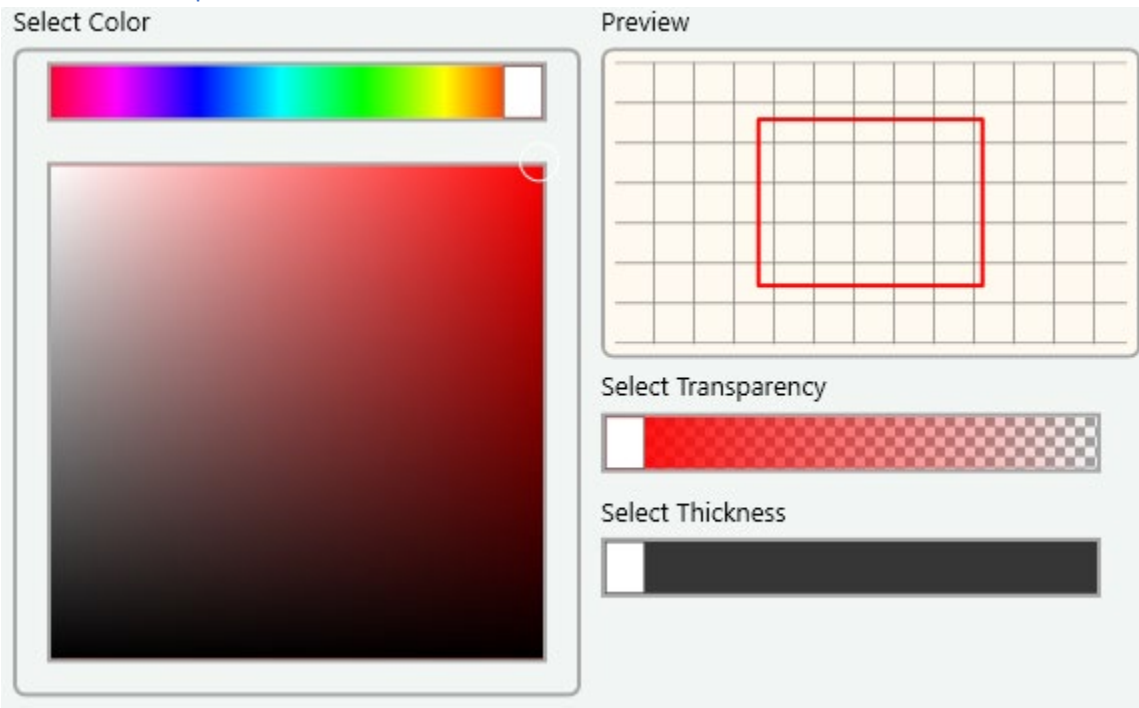


6. [Insert Shapes](#)

This button allows you to insert shapes onto the plane. When selected, the shapes pop-out window will be displayed:



From here you can select your desired object. Holding a long click on any of the objects will open customization options for that object. This allows you to change the color, transparency and thickness of the selected shape:



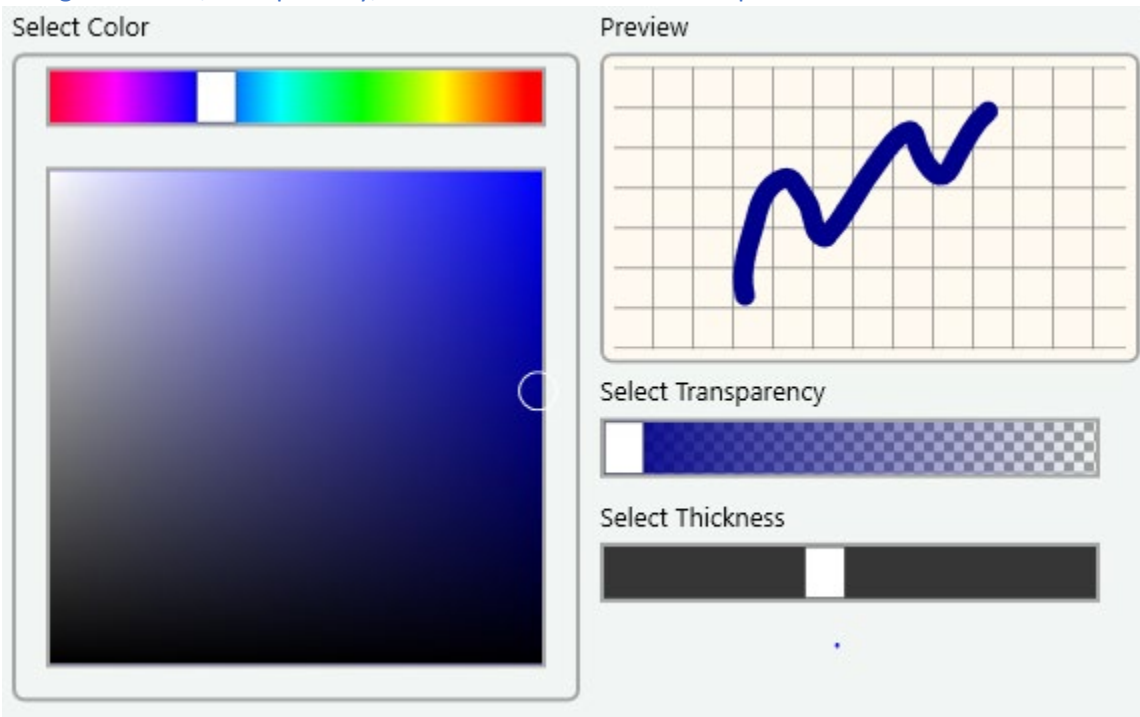
The main annotation wheel will display the most recently selected shape.

7. Pen tool

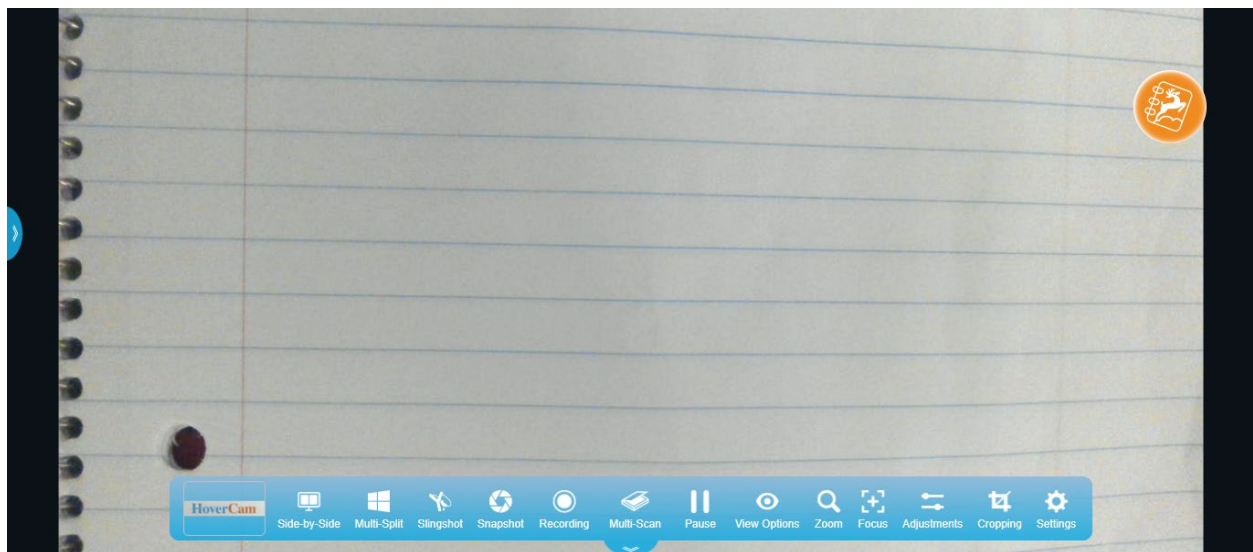
The pen tool allows you to mark free-hand annotations. When selected, a pop-out window will display your four most recent pen settings:



Holding a long click on any of the pen icons will open customization options for that pen allowing you to change the color, transparency, and thickness of the selected pen:



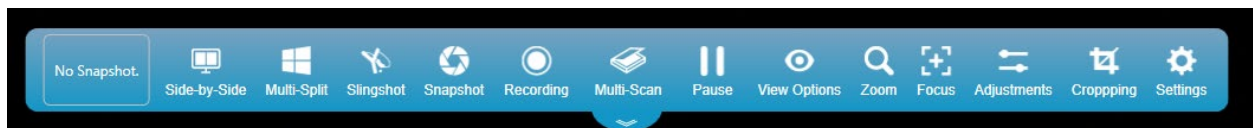
Live Video Display



The main screen shows the live video image from your document camera. If the image is not displaying, click the "Settings" icon at the bottom of the main screen and make sure that the correct camera is selected. Then click the "Save" button. Position the camera's base/neck as necessary. Once your image is adjusted, you may take snapshots or high-quality video captures of the live video feed. If you start Flex

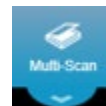
11 without a HoverCam camera connected you will see the following message: “cannot find available HoverCam camera device. Please make sure a HoverCam camera is plugged in.” If the camera comes unplugged during normal use, please reconnect your camera and wait a few moments for Flex to reconnect with the camera.

Control Dock

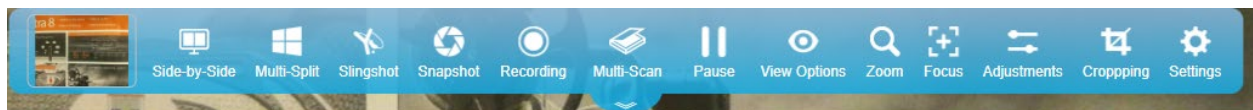


The control dock (located at the bottom of the initial home screen) contains tools for using and adjusting your camera. We'll identify and explain each item on the control dock from left to right.

The control dock can be collapsed and expanded again by clicking on the pull-out tab located at the bottom of the control dock under the “multi-scan” icon

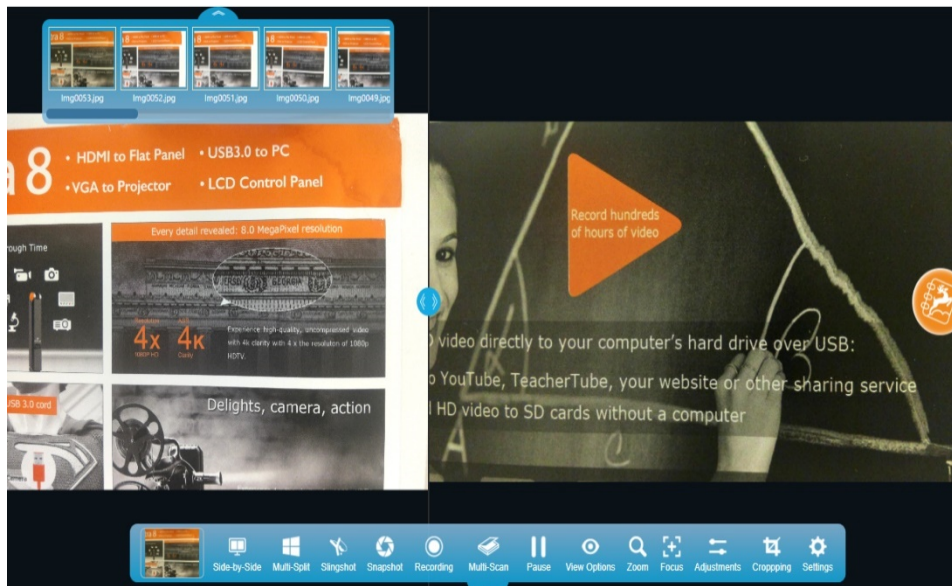


Previous Snapshot



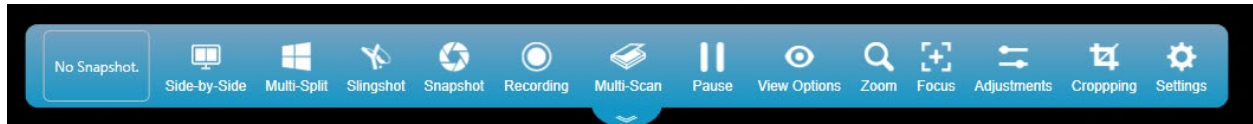
Once you take a snapshot of an image a preview will be generated and displayed in the “previous snapshot” box on your control deck.

If you click on the image, “side-by-side” mode (this mode is explained in the following section) will launch and you will see the image you just took on the left side of the screen along with the live video display on the right side. A preview box will open on the top left side of the screen which will display your previous 5 snapshots and you can use the scroll bar to scroll through other previous snapshots. Clicking on any of these will display the selected image on the left side of your “side-by-side” window.

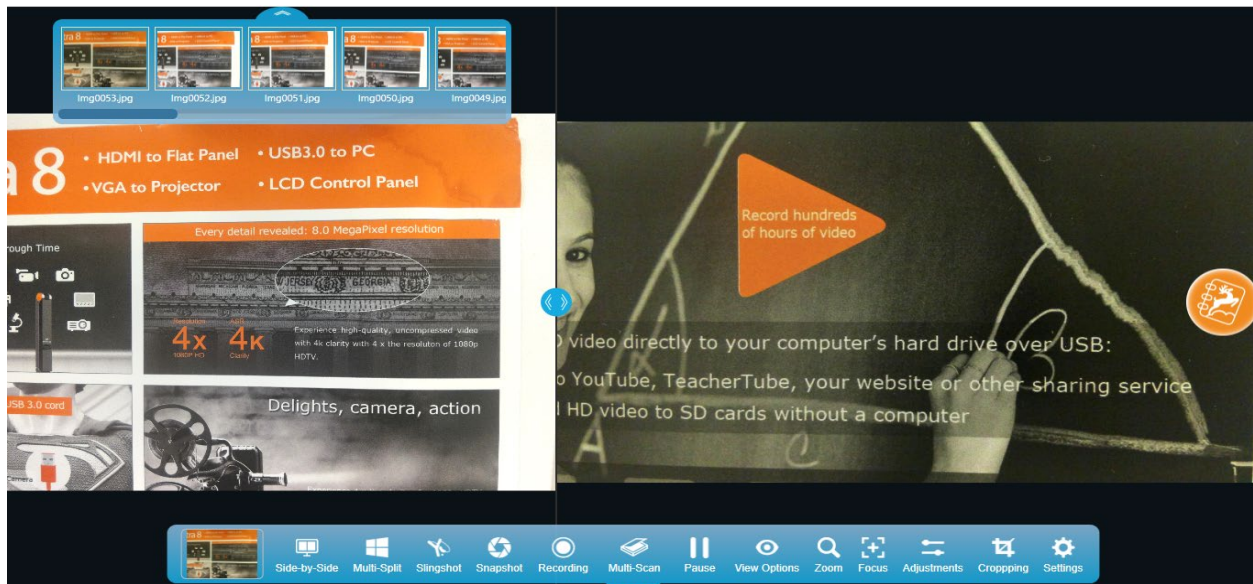


Side-by-side

This mode will allow you to display a previous snapshot image next to your current live video feed, allowing you to compare documents side-by-side with your current live feed.



To enter side-by-side mode, simply click on the “side-by-side” button on your control dock. The window on the left side of the screen will display the image from your “previous snapshot” box. If there is currently no image in your “previous snapshot” box, the left side will display a black window.

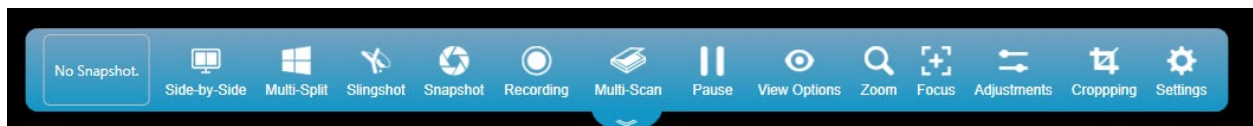


Clicking on any of the images in the previous snapshot bar will display the selected image on the left of the side-by-side screen. You can zoom in or out and rotate the image by using pinch and zoom touch controls.

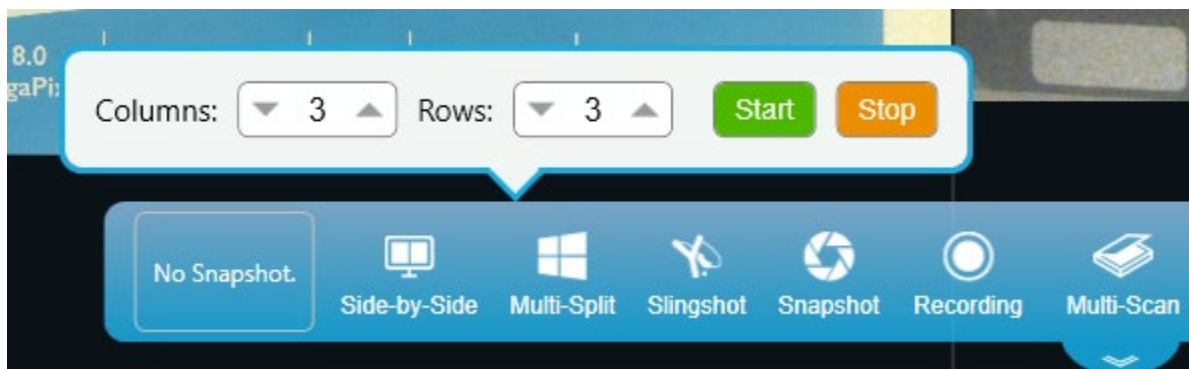
You can also enter side-by-side mode by selecting the pull-out tab on the left of the screen and then selecting any of the previously stored snapshots.

You can adjust the prioritization (increase or decrease how much of the screen each side takes up) by clicking on the “center slider” and sliding it to the left or right as desired.

Multi-split



The multi-split button functions similarly to the side-by-side function but allows you to split the screen into as many as 16 separate images (including the live feed.) The live feed will always display in the top left window. When you select multi-split, an option box will pop up. You can adjust the number of columns and rows that will display by selecting the corresponding up or down arrows:

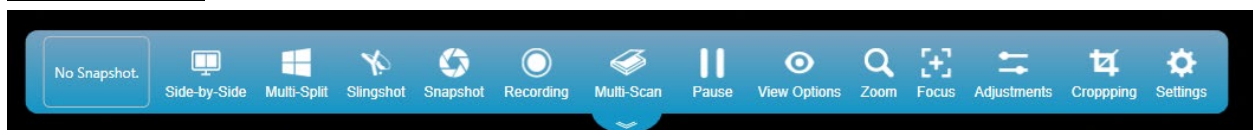


Once you have selected the desired number of rows and columns, select “start” and multi-split mode will launch. Just as with the “side-by-side” mode you can zoom in or out and rotate the images by using pinch and zoom touch controls.

To select which saved snapshots appear in any given window, simply open the “pull out tab” on the left side of the screen, locate the desired image, and “drag and drop” it into the desired display window.

To exit multi-split mode, select “multi-split” on the control dock and then select “stop”

Slingshot



The Slingshot feature allows you to insert the currently displayed image (and/or another stored image from your recent archive) into another software application, such as a rich text editor/word processor, interactive whiteboard software or an image editor program. Multiple images may be pasted into your other program with one click of the Slingshot icon.

Once you select the **Slingshot** button, Flex 11 will immediately minimize and a small window showing your current image will appear near the upper left portion of your screen:



Notice there are three buttons on this thumbnail image:

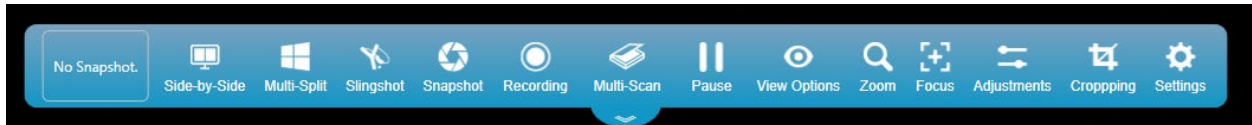
- **Return to Camera** is on the upper left. Click this button to return to Flex 11 at any time, whether you have pasted the image or not.
- **Clipboard** is on the upper right. Click this button to save the currently displayed image to your active clip board. After the image is pinned to your clipboard, you can paste it into other applications. (Right click and select paste or press ctrl + V on your keyboard.)
- **Archive** is on the bottom. Click this to select a previously saved snapshot from the Archive list to insert into another application.

You can also drag and drop the currently displayed live video image into other applications. Open the desired program; the Slingshot window will remain near the upper left on your screen. Click on the display window and drag it onto the desired application. It may take a second or two for the image to appear there. Notice the Slingshot window is still displayed in the upper left corner of the screen. You

will use this in a moment to return to Flex 11. To paste a previously saved image, click the “Archive” button on the Slingshot window. Then select the saved image by clicking it and dragging it onto your application. You may select and paste multiple images. After inserting your image(s), you may want to save your application; you can adjust the image(s) later.

Exit the Slingshot feature and return to Flex 11 by clicking on the blue “Return to Camera” arrow in the upper left corner of the Slingshot window.

Snapshot



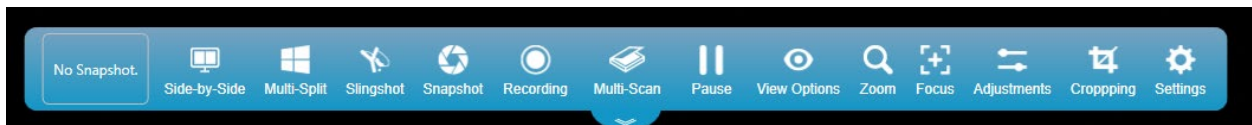
Once the live video image is adjusted to your liking, save a picture of it by clicking on the **Snapshot** icon. Your most recent snapshot will be shown in the “previous snapshot” box. It will also appear in the pull-out panel on the left. Your snapshots are stored by default in the following subdirectory:

C:\Users\Hovercam Backup\Documents\KnoteSter Suite

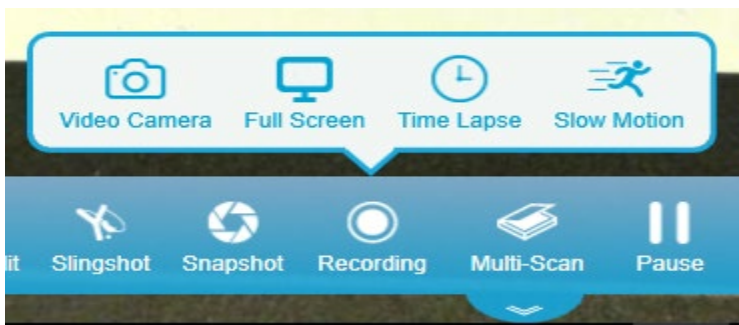
You can change the location of where your images are stored in the **Settings** menu

In the pull-out panel on the left side of the screen, the snapshots are displayed with their unique names by default as with any digital camera. You may rename these images using the Archive screen described later in this manual.

Recording

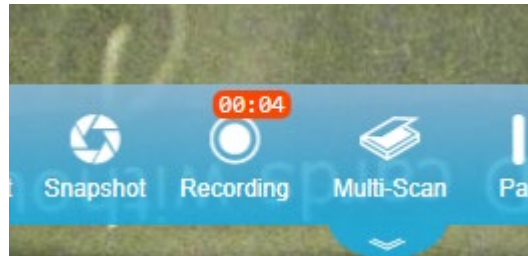


To capture a video sequence, click the **Recording** icon in the center bottom of the screen. This brings up a set of four buttons in a pop-up dialog box just above the Recording icon:



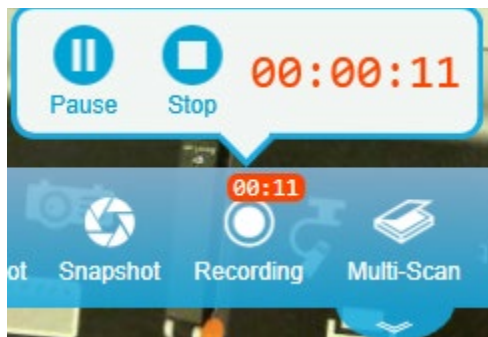
Video Camera

To begin recording a standard video, select the icon labeled **“Video Camera”** and Flex will begin recording whatever is in the camera’s field of view. You will see a red timestamp indicator above the **“Recording”** icon on your control dock.



Note: When using the **“Video Camera”** function, Flex will record any audio the camera’s microphone captures as well as the camera’s video feed and any annotations you make. This mode will not capture the full screen or other programs you launch during your lesson (use **“Full Screen”** mode for this).

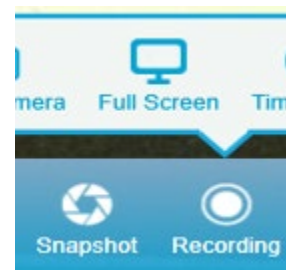
To **stop or pause recording**, select the **“Recording”** icon once more and a control box will pop-up:



Full Screen

To screen capture your lesson you must use the **“Full Screen”** option.

After selecting **“Recording”** on the control dock, select **“Full Screen”**



Upon selecting “Full Screen” you will see a countdown indicator in the center of the screen. After 3 seconds Flex will begin screen capturing and you will see a red timestamp indicator above the “Recording” icon on your control dock. Additionally, a tool bar window will open in the lower right corner of your screen:



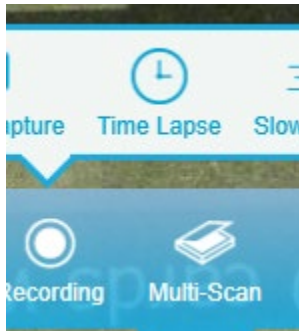
This tool bar window can be “drag and dropped” to a different part of the screen. This tool bar allows you to pause or stop recording without having to pull up the full Flex window.

The blue circled arrow icon will minimize this tool bar:



Time Lapse

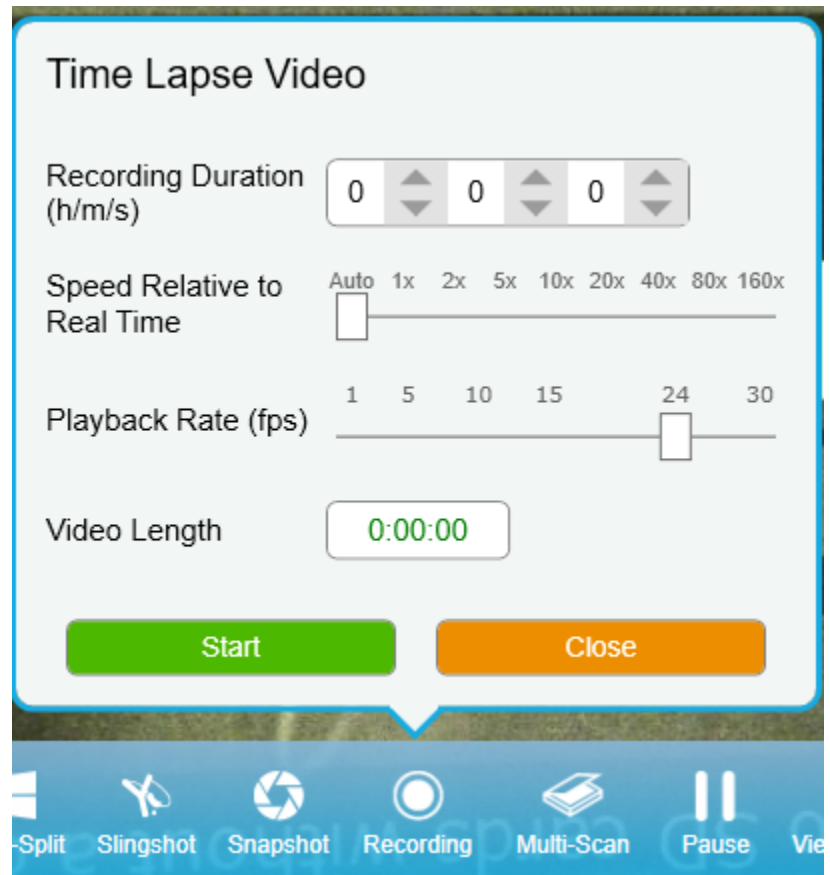
To record a time lapse video, select “Recording” on the control dock, then select “Time Lapse”



Upon selecting “time lapse” an options window will open allowing you to adjust the settings of your time lapse video.

Recording Duration: allows you to set how long Flex will record for. Select the desired number of hours, minutes, and seconds.

Speed Relative to Real Time: This slider will determine how fast the video plays back relative to real time. Example: if you select 2x, the time lapse video will pay back at twice the speed of real time.

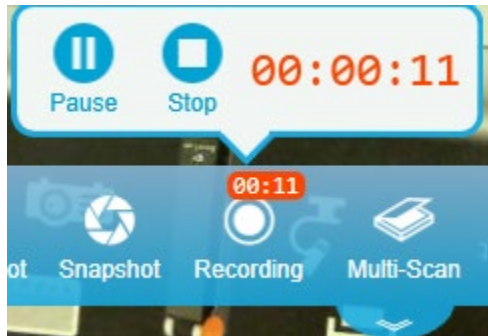


Playback rate (fps): This slider allows you to adjust how many frames per second your video will play in. Selecting a higher fps will produce a smoother video.

Video Length: This shows you how long your final video will be based on the current “speed relative to real time” settings.

Start and Close: Select “start” when you’re ready to begin recording. Selecting close will close the time lapse window.

To **stop or pause recording**, select the “Recording” icon once more and a control box will pop-up:



Slow Motion

To record a slow-motion video, select “Recording” from the control dock and then select the “Slow Motion” icon



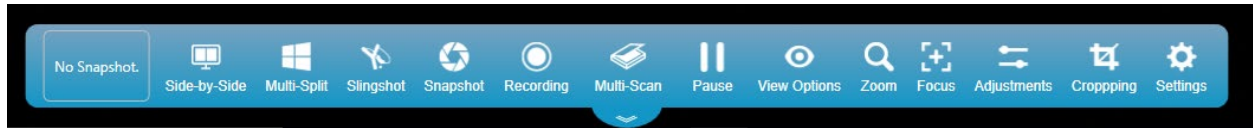
Your slow-motion video will automatically start recording as indicated by the red recording timestamp above the “Recording” icon

To **stop or pause recording**, select the “Recording” icon once more and a control box will pop-up:

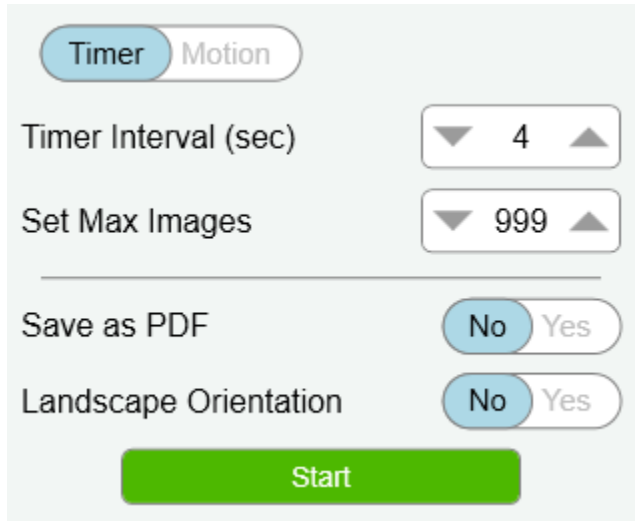


Multi-Scan (automatic multiple snapshots)

The **multi-scan** tool allows you to rapidly scan many documents using your HoverCam camera.



When you select the multi-scan tool, an options window will pop-up:



From here you can decide if you'd like to operate the scanner via timer countdown or motion trigger. Use the indicator button at the top of the window to toggle between the modes. From this window you can toggle between operating in landscape or non-landscape and select to save scans as a pdf.

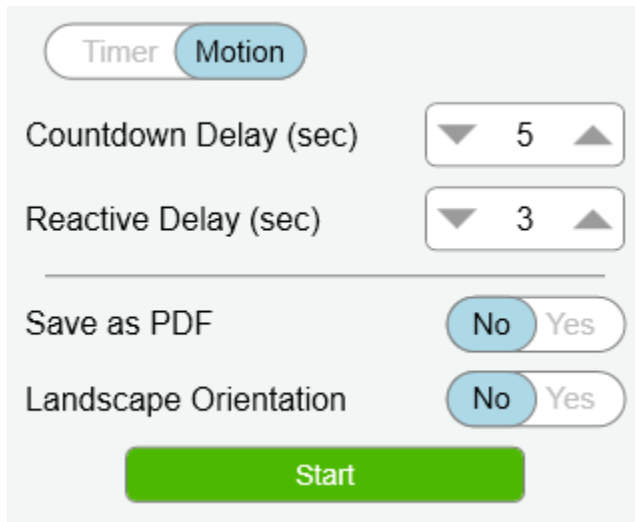
Timer mode

This setting allows you to set an interval (in seconds) and the camera will automatically take a scan at your desired interval.

You can use the "Set Max Images" to adjust the maximum number of scans taken.

Motion mode

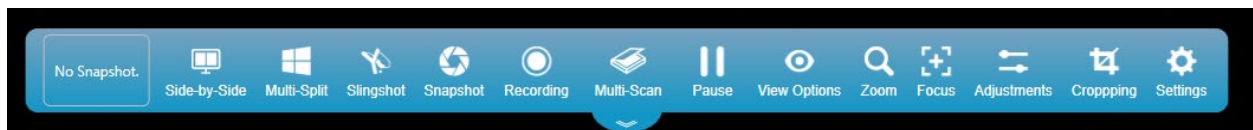
When you select motion mode the following setting options window will appear:



From here you can adjust the “countdown delay” which will determine how many seconds the camera waits to take a scan each time motion is detected.

Adjusting the “reactive delay” will determine how long the camera waits to reset between scans.

Pause



Pressing the pause button on the control dock will pause (freeze) the current image being displayed in your live video feed. This feature allows you to make changes under the camera that will not be displayed until you un-pause the display.

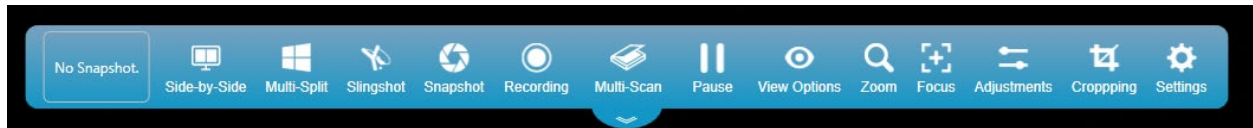
While the image is “paused” you will see a red circle above the “Pause” icon:



While paused, the annotation feature still works, but you won’t be able to see the annotations until you click the Pause icon again to “un-pause” the display. Snapshot also works and will take a snapshot of what is currently under the camera, not the paused image.

To end the pause and resume displaying the live video feed, simply select the “Pause” button once more.

View Options



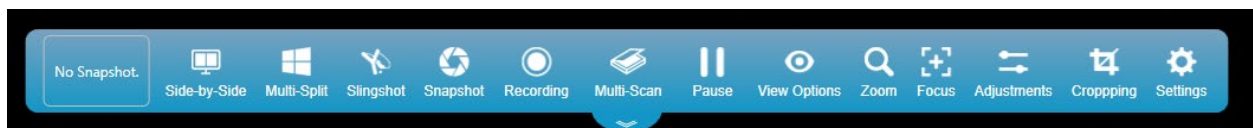
When you select the “view options” button a window of options will appear above the “view options” icon:



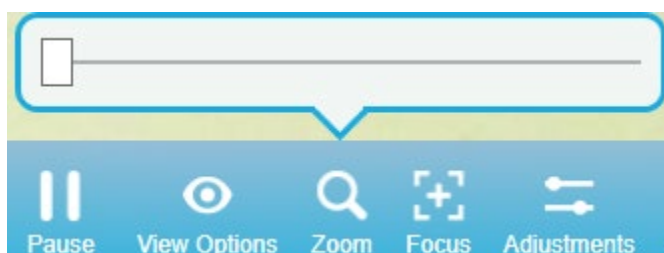
Rotate Left: click to rotate the image counter-clockwise.

- Rotate Right: click to rotate the image clockwise.
- Mirror: click to “flip” the image horizontally. Click again to bring it back to the original orientation.
- Visor: places a large green box over your live video feed. This “visor” box can be “drag and dropped” to conceal or reveal specific parts of the screen.
- Full Screen: click to enlarge the image to fill the screen. Click again to bring the Flex 11 control dock back along the bottom of the screen.
- P-n-P (picture in picture): allows a 2nd camera to be turned on and displayed on screen.
- Project: allows you to project to a connected screen.
- Warp mode: allows you to record video at 120 fps (frames per second).

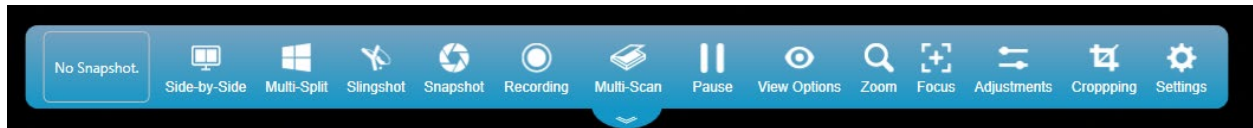
Zoom



Selecting the “**Zoom**” button brings up the zoom slider, allowing you to adjust your camera’s optical zoom:



Focus

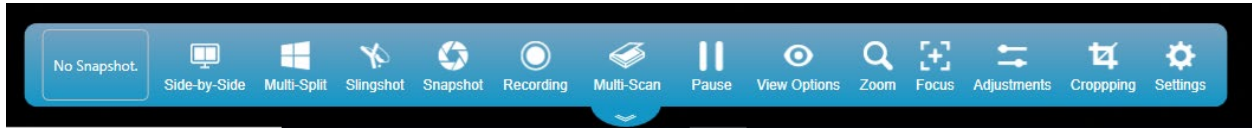


Selecting the “Focus” button will open the following window above the icon:

- **Selective Focus:** allows you to click on specific areas of the live video display for the lens to focus on.
- **AF (auto focus):** when selected, the camera lens will automatically determine the optimal focal point. As the display field changes, the camera will continue to automatically readjust the focus. **To prevent the camera from continuing to readjust, select AF-L (auto focus lock).**
- **AF-L (auto focus lock):** when selected, the camera lens will auto focus then “lock” and remain on the same focal point regardless of any changes to the camera’s field of view.

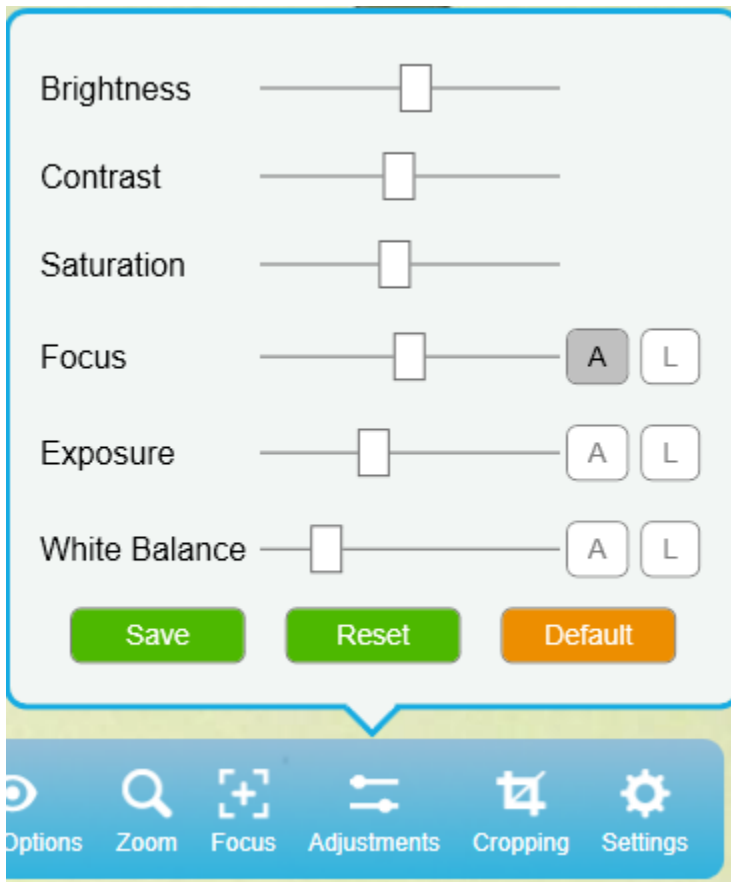


Adjustments



(placeholder image. Highlight the adjustments button)

Upon selecting the “Adjustments” button on the control dock, a pop-up window will appear above the Adjustments icon with sliders allowing you to adjust six different image parameters:



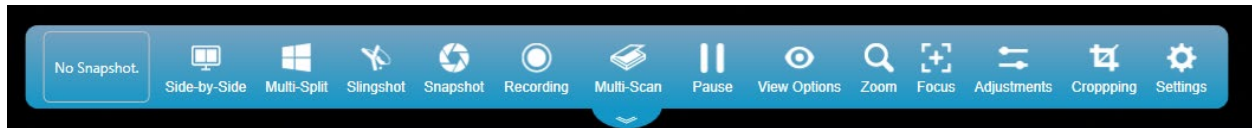
The **focus**, **exposure**, and **white balance** can be set to ‘auto’ or ‘locked’ using the ‘A’ and ‘L’ buttons located on the right side of the sliders.

After adjusting the parameters to the desired settings select the green “SAVE” button to save the settings.

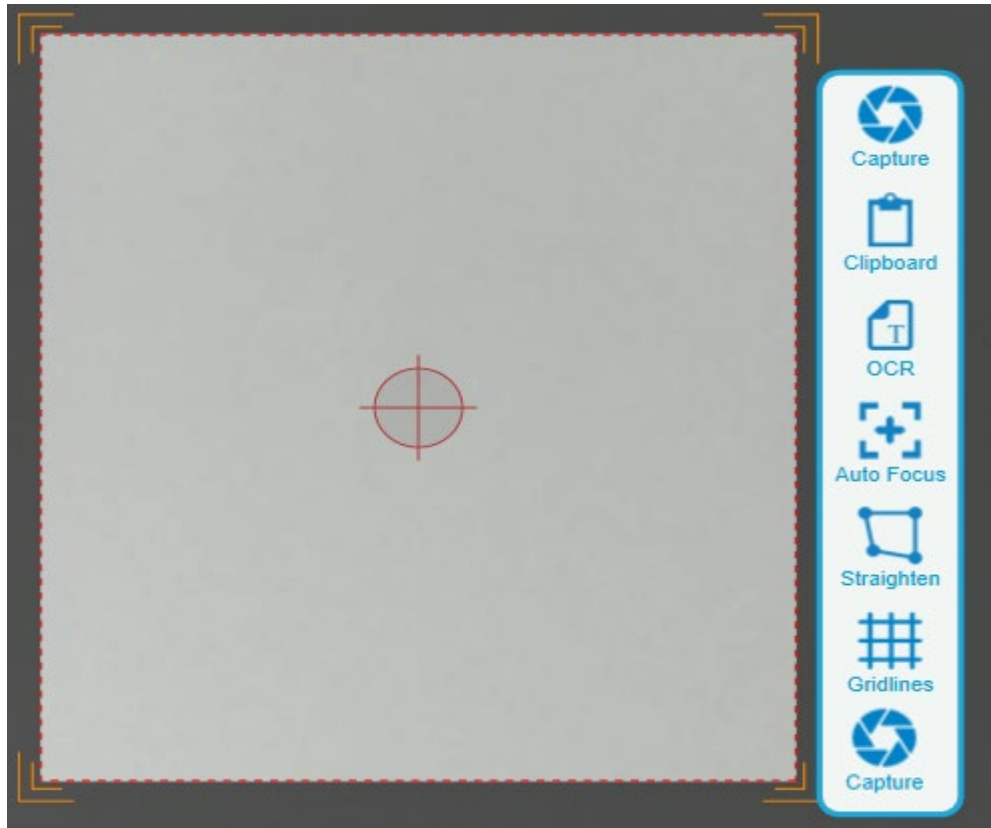
Selecting the green “Reset” button will reset the settings back to your previously saved levels.

Selecting the orange “Default” button will return the settings back the factory default levels.

Cropping



Selecting the “**Cropping**” button on the control dock will open an adjustable cropping window and the following tool bar with seven options:



window.

- **Capture:** takes a snapshot of the current cropped

- **Clipboard:** saves the cropped image to your active clipboard so that you can paste the image into other programs. (similar to the “Slingshot” clipboard described on)



- **OCR (optical character recognition):** The OCR feature converts a snapshot of a page of text into a text file which can be edited and copied into another program. When selected, a snapshot of the cropped plane will be taken and automatically converted into text in the right-side column under “OCR Results.” You can edit the text directly using a mouse and keyboard. Clicking the green “Copy to Clipboard” button will copy the scanned text



to your active clipboard, allowing you to paste it directly into other applications such as a word processor or PowerPoint.

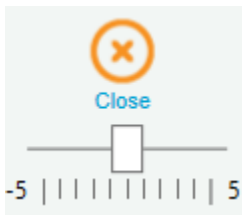
OCR Usage Tips:

- OCR works best when scanning a non-reflective paper surface.
- Adjust your cropped plane to crop out as much of the surrounding surface as possible.
- If you're experiencing inaccurate scans of your texts, try using the "Gridlines" and "Straighten" features (described below) to align and level the text as much as possible before taking the OCR scan.
- Insure the cropped plan is in focus by using the "auto-focus" button described below.

- **Auto-Focus:** When selected, the camera will automatically adjust its focal settings to bring the current field of view into focus.



- **Straighten:** When selected, a gridline overlay will be placed over the cropping plane and an alignment slider will open inside the tool bar. This slider will allow you to adjust the tilt of the cropping plane.



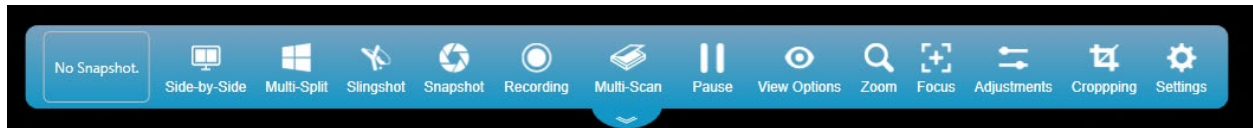
- **Gridlines:** Places a transparent grid overlay on the cropping plane allowing you to visually check the alignment of your document.



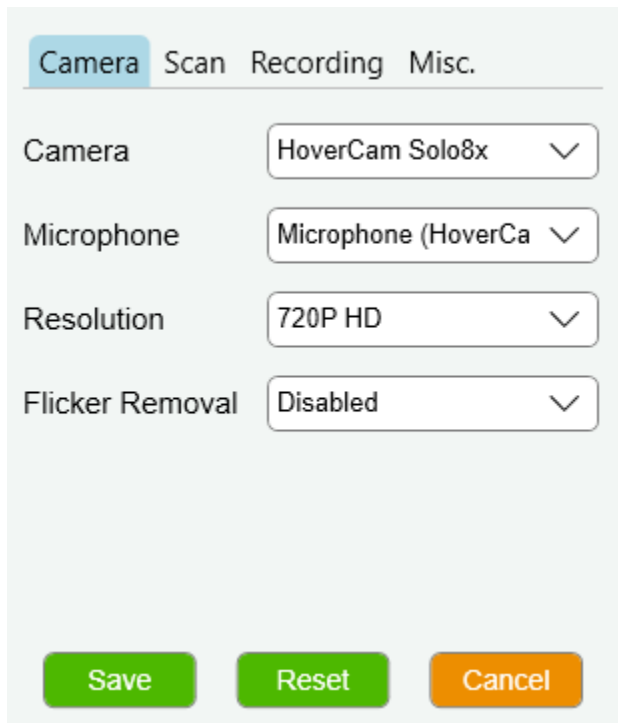
- **Close:** closes the cropping pop-up tool bar.



Settings



When selected, the setting pop-up window will appear above the “Settings” icon:



- **Camera:**

Under this tab you can select the desired camera, microphone, resolution, and flicker removal.

- [Camera](#): Select from the available cameras if multiple cameras are connected to your computer or Pilot.
- [Microphone](#): Select from the available microphones if multiple microphones are connected to your computer or Pilot.
- [Resolution](#): Select you desired resolution. 720P is the default resolution setting.
- [Flicker Removal](#): Disable or select the desired flicker removal frequency. Thin lines and sharp edges in images sometimes flicker when shown on interlaced displays, such as many TV screens. Flicker removal can reduce or eliminate this flicker. For users in the USA, set the frequency to 50hz. Users outside the USA, please verify your nation’s standardized frequency and select accordingly.

- **Scan:**

Under this tab you can identify the current save folder, change your file naming, and select the desired output format for your scanned images.

The screenshot shows a settings window with four tabs: 'Camera', 'Scan', 'Recording', and 'Misc.'. The 'Scan' tab is active. It contains three input fields: 'Save Folder' with the text 'Images', 'File Naming' with 'Img' and '0000' separated by a vertical line, and 'Output Format' with a dropdown menu showing 'JPG'. At the bottom of the window are three buttons: a green 'Save' button, a green 'Reset' button, and an orange 'Cancel' button.

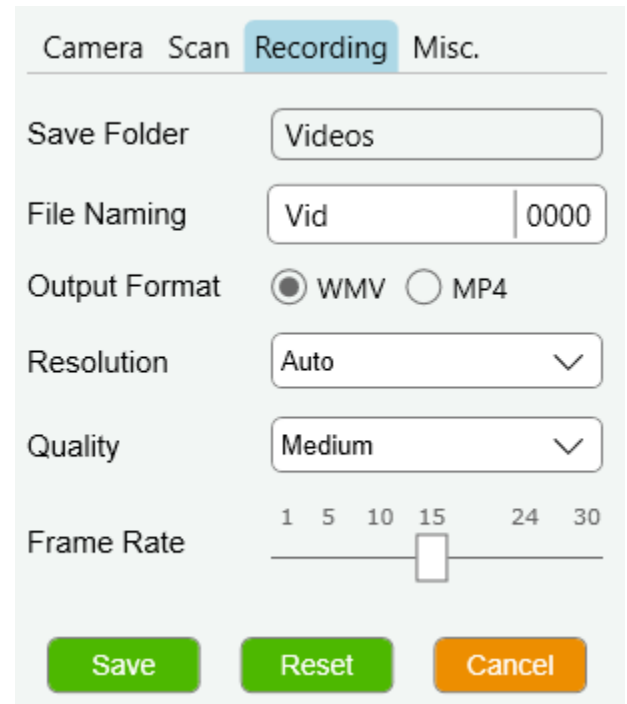
After making changes, click on the green “Save” button to save your new settings. You can reset back to factory default by clicking on the green “Reset” button. Clicking on the orange “Cancel” button will close the “Settings” window.

- [Save Folder](#): Shows the save folder where your scans are located.
- [File Naming](#): Allows you to edit your file naming.
- [Output Format](#): Change the format your scans will be saved as. JPG is the default.

- **Recording:**

Under this tab you can identify the current save folder, change your file naming, select the output format, and adjust the resolution, quality, and frame rate of video recordings.

After making changes, click on the green “Save” button to save your new settings. You can reset back to factory default by clicking on the green “Reset” button. Clicking on the orange “Cancel” button will close the “Settings” window.



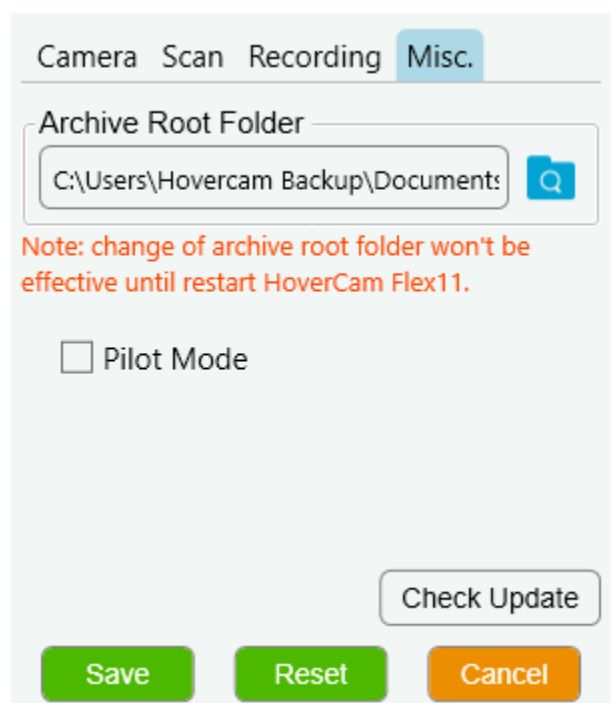
- [Save Folder](#): Shows the save folder where your recordings are located.
- [File Naming](#): Allows you to edit your file naming.
- [Output Format](#): Change the format your recordings will be saved as. WMV is the default.
- [Resolution](#), [Quality](#), and [Frame Rate](#): adjust the picture and frame rate settings of your video recordings.

- **Misc.:**

Under this tab you can identify and change the location of the archive root folder, select Pilot mode if using a HoverCam Pilot, and check for Flex 11 software updates.

After making changes, click on the green “Save” button to save your new settings. You can reset back to factory default by clicking on the green “Reset” button. Clicking on the orange “Cancel” button will close the “Settings” window.

- [Archive Root Folder](#): From here you can adjust where Flex stores the archived images and videos on your computer. By selecting the blue folder icon, you can browse possible locations and select a new location. Click on the desired location then click on “select folder” to make your selection.



- [Pilot Mode](#): If you are using Flex 11 on a Pilot, checking this box will insure the Solo 8 camera will start in the correct orientation each time Flex 11 launches.
- [Check Updates](#): When selected, Flex 11 will check for any available updates. If an update is available, an installation window will pop-up. Follow the onscreen instructions to install the update.

Archive

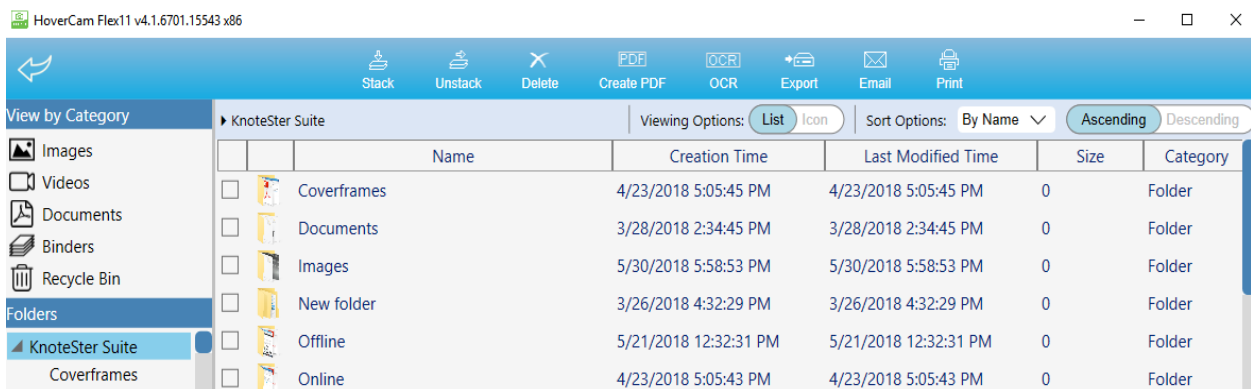
The Archive feature allows you to view your saved image and video files, as well as PDF files you have created. The files may be organized, printed, deleted, renamed and moved to different directories.

Click the pull-out tab on the left side of the main screen and the recent snapshots will be displayed in a panel, along with an arrow icon at the top of the panel labeled "Go to Archive". As you move your mouse over each image on this panel, a red "X" will appear in the upper right corner of the image. You can delete the image easily by clicking the red "X".

If you double-click on one of these images, side-by-side mode will launch, and the image will appear on the left window.









Click the "Go to Archive icon" and the Archive screen will appear as shown below:



Return to the Main Screen by clicking the blue arrow icon located at top left corner of the Archive screen.

Under the blue arrow icon, along the left side of the screen, is a list of the file types that are stored in the Archive. Under that is a directory listing of your “Folders” showing the Image and Video subdirectories.

The middle of the screen shows the Image and Video subdirectories as folder icons. Double-click the folder to show its contents:

KnotSter Suite		Viewing Options: List Icon	Sort Options: By Name By Date	Ascending Descending	
	Name	Creation Time	Last Modified Time	Size	Category
<input type="checkbox"/>	 Coverframes	4/23/2018 5:05:45 PM	4/23/2018 5:05:45 PM	0	Folder
<input type="checkbox"/>	 Documents	3/28/2018 2:34:45 PM	3/28/2018 2:34:45 PM	0	Folder
<input type="checkbox"/>	 Images	5/30/2018 5:58:53 PM	5/30/2018 5:58:53 PM	0	Folder
<input type="checkbox"/>	 New folder	3/26/2018 4:32:29 PM	3/26/2018 4:32:29 PM	0	Folder
<input type="checkbox"/>	 Offline	5/21/2018 12:32:31 PM	5/21/2018 12:32:31 PM	0	Folder
<input type="checkbox"/>	 Online	4/23/2018 5:05:43 PM	4/23/2018 5:05:43 PM	0	Folder

Archive Controls

Along the top of the screen is the Archive Controls panel. The icons here are buttons that allow you to work with, organize and print your image files. These features are described below:



Stack

The Stack feature lets you organize files by allowing you to group similar files together into one file called a “stack”. This is very convenient for emailing a group of images or for creating a virtual booklet of your scanned documents. To stack items, simply select all files that you would like to include in a group by highlighting them or clicking on the box to the left of each file, then clicking the Stack icon. The files will be bundled into one file. The filename of the new file will be the filename of the first file in the stack. There will be no file extension.

Unstack

Use the Unstack button to ungroup a stacked group of files. Simply select the stacked file and click the Unstack button.

Delete

The Delete button allows you to delete selected files. Deleted items are moved to the “Recycle Bin”. Click on a file to select it, then click the Delete button. You will be asked to confirm the deletion.

Create PDF

This handy feature saves your selected image(s) as a PDF file. Select one or more image files, then click the “Create PDF” button. Your new .pdf file will be saved in the “Images” subdirectory. It will also be shown when you click on the PDF file type on the left side of the screen.

OCR (Optical Character Reader)

The OCR feature is for converting an image of a page of text to an actual text file. It could take a minute or two depending on the print quality of the original image.

Export

The Export feature allows you to copy one selected file from your library and save it as a JPG, PNG, BMP or TIFF file elsewhere on your computer. Select a file, then click the “Export” button. A dialog box will prompt you for the location, new filename and file type to save. This dialog also displays a thumbnail of the image that will be exported. Click OK to proceed or Cancel to abandon the export.

If you specify more than one file, only the first file listed is included in the exported file.

Email

The email feature allows you to email your archived files directly to an email address. Select a file, then click the “Email” button. Your default email application will launch a new composition window with the file already attached.

Print

Print files by selecting them and then clicking the Print button.

Annotations:

If you double click on a file within the archive manager, the image will open within the archive editor, and you can add annotations using the annotation tool bar. To exit the editor, select the black close circle at the top right corner:



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