**Basic 35mm Camera Loading and Operation Instructions Handout**

**How to Load a 35mm Camera**

1. Open back of the camera body by lifting the rewind lever post (top left side of camera body).

2. Insert the film cassette in the film compartment (inside, left hand side of camera back). Emulsion side of film should be facing away from you.

3. Insert tapered leader into the take up spool slot (inside, right hand side of camera back).

4. Check to be certain that the sprocket teeth are properly aligned with the film perforations and the film is taut from cassette to take up spool before closing camera back. Make sure rewind lever post is not lifted and is back against camera body.

5. Once camera back is closed, waste 1 to 2 shots to make certain film is advancing properly.

**Camera Instructions**

1. Set ASA dial on the camera to match the ASA of film. This is located on the top of the camera body. ISO, ASA, and DIN are all indicators of film speed and sensitivity to light.

2. Change the F-stop or camera speed or both to center the meter needle inside the camera. Light meters differ from camera to camera. Sometimes it is a needle, sometimes it is a colored light and sometimes it is colored plus and minus symbols.

3. Do not use a camera speed under 30 without a tripod.

4. A new meter reading is necessary for each shot.

5. Always check focus.

6. Once the whole roll has been shot and before rewinding the film, push the release button on the bottom of the camera.

7. Once the rewind button has been pushed in, flip the rewind lever out and rewind the roll.

8. Once the entire roll has been rewound (listen for release from take-up spool), lift the rewind lever post to release the camera back.

9. DO NOT USE FORCE FOR ANY CAMERA MOVEMENTS OR FUNCTIONS. IF ANY PROBLEMS ARISE, STOP WORK OR RETURN TO YOUR INSTRUCTOR FOR HELP.

10. NO CAMERAS IN BOOK BAGS!!!!!!

