Importing and Backing up your Video to your PC

The following quick guide will explain how to connect a video camera to your PC, and then import your media to Windows.

Note: This guide was written using Windows 10, and a Canon camcorder.

1) Connect your camera to the PC via USB cable.

Figure 1 - Connecting Camera to PC

2) Make sure your camera is turned **on**.

Figure 2 - Turn on Camera

3) Press the **Playback mode** button on your camera.

Figure 3 - Press Playback Mode

Note*:* If this is your first time connecting the camera to your PC, Windows will automatically install drivers for your device.

4) On your computer, click the **File Explorer** icon on your *taskbar*.

Figure 4 - File Explorer

Note: You can also click the **Computer** icon on your *Desktop* to open the *File Explorer*.
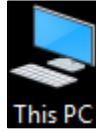

Figure 5 - Computer Icon

5) The camera will appear under your list of accessible storage. Double-click the **camera** to open.
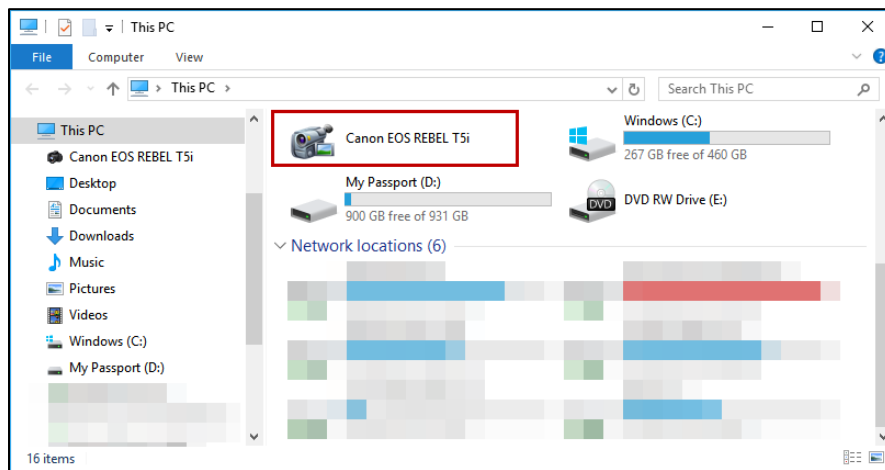

Figure 6 - Open Camera Folder

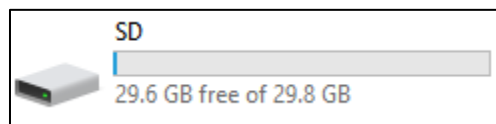6) Click the **folder** to open it (e.g. SD).

Figure 7 - Open Folder

7) Another set of folders will appear. Click the folder that says **DCIM**.

Figure 8 - Open DCIM Folder

8) You will be presented with additional folders that are stored on the SD Card within the camera. You will need to click a **folder** to find the video clip that you wish to import (e.g. 101CLSRM).
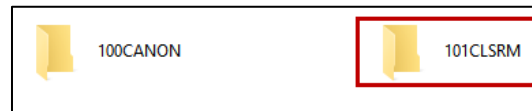

Figure 9 - Open Folders to Search

Note: Different camera may have different naming conventions for the folders that are created on the SD Card. Depending on how much content is saved to the device will affect how many folders you have to choose from.

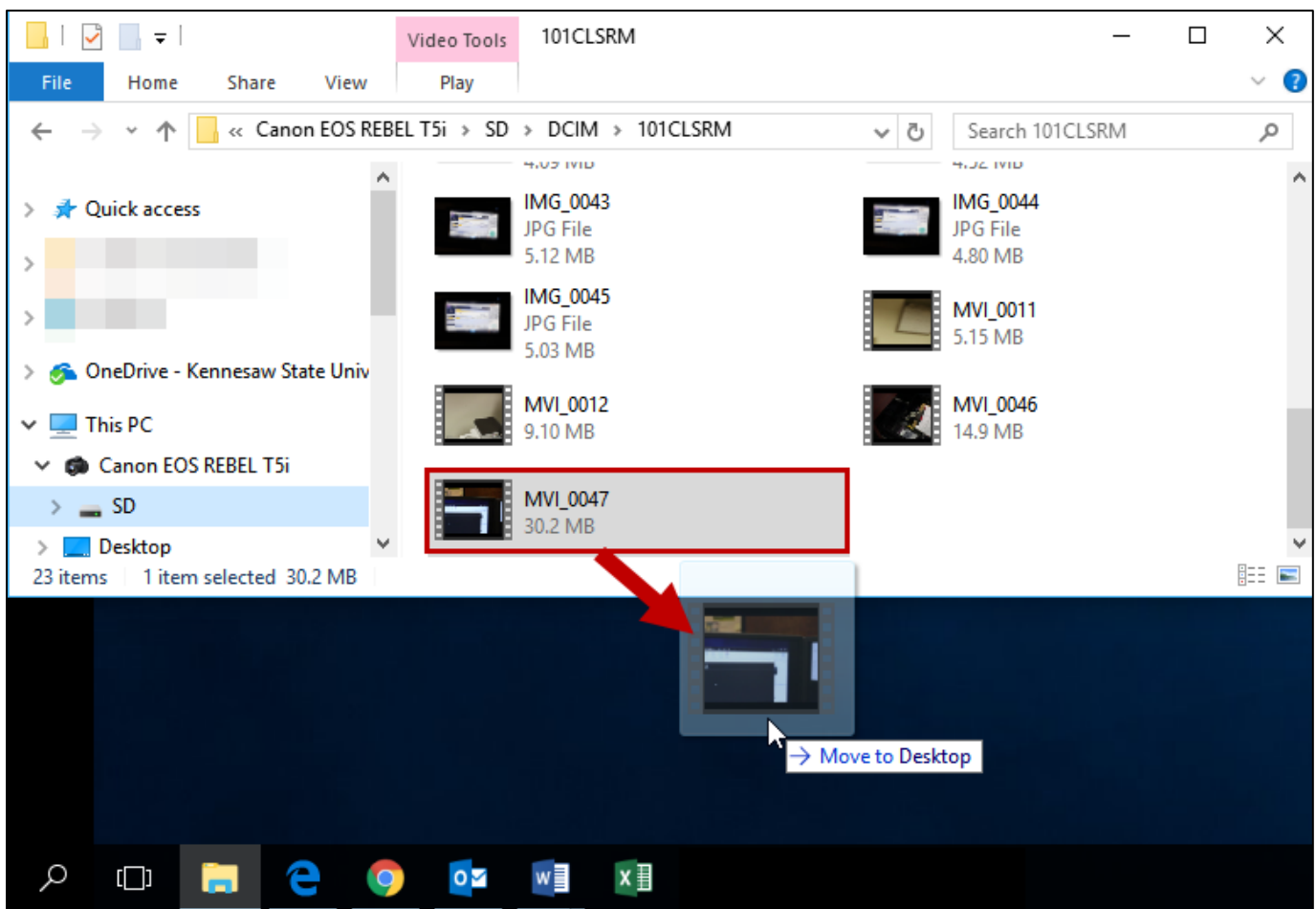9) Once you find the video file you wish to import, drag the **video** to your *Desktop*.

Figure 10 - Drag Video to the Desktop

10) The video will be copied to your PC's desktop. Repeat steps 8-9 if you have multiple video files to import.
11) When finished, close the **File Explorer**.