

# Chapter 4

## Playback/Deleting

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# Basic Playback

This section explains the basic method for playing back recorded images and playing back images using a TV.




## Files Playable on the Camera

The following image files can be played on this camera.

- Files recorded on this camera
- Files transferred from a PC

- Note**
- The “UNMATCHED FILE” message will be displayed if an unplayable file is encountered.
  - Files recorded on the Ricoh RDC-300, RDC-4000 and RDC-5000 series and RDC-7 can also be displayed. However, the non-compressed files recorded in PRO mode of RDC-7 is unplayable.


## Playing a Still Picture, Text or Continuous Shooting File





Follow the procedure below to play files recorded in  (Still Picture),  (Text) or  (Continuous Shooting) mode, and still picture or text files with a voice memo.

- 1 Set the mode dial to [▶] and select the playback source with the  button.**







The most recently recorded file will be played back.

- Note**
- If necessary, you can switch folders to play a file from a folder of your choice. → P.100 “Selecting a Folder”

- 2 Use the  or  button to select the file to be played.**

Pressing the  button to display the previous image and pressing the  button to display the next image. Press and hold the  or  button changes the image continuously.

### ● Using the Buttons

Press the - buttons. Pressing the  button to display the previous image and pressing the  button to display the next image. Press and hold the  or  button changes the image continuously.



## ● Still Picture or Text File with Voice Memo

To play the voice memo, press the shutter release button.

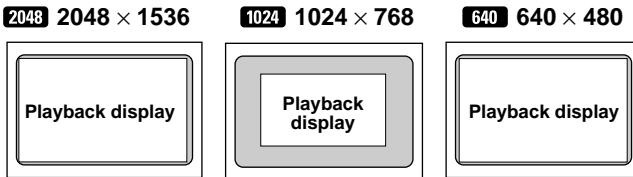
Playback of the voice memo file will end automatically. To pause playback, press the shutter release button. Press the shutter release button again to resume playback.




- Note** • You can adjust the volume by pressing the ◀ or ▶ button. → “Playing a Voice Memo File” (See below)

## ● Playback Display

If pictures are taken in the following image sizes, the playback display on the LCD monitor or TV monitor will appear as shown below.



- Note** • Files may take a short time to play after the camera is turned on or the mode dial is set, depending on the capacity of the storage memory.
- Files that have been recorded in  (Continuous Shooting) mode are recorded as a single file and therefore can be played the same way as regular files.



## Playing a Voice Memo File

Follow the procedure below to play a file recorded in  (Voice Memo) mode.

- Important Note** • The speaker is located on the top of the operation panel. Adjust the direction of the camera to obtain the optimum playback condition.

- 1 Set the mode dial to [ ] and select the playback source with the [CARD]/[IN] button.

- Note** • If necessary, you can switch folders to play a file from a folder of your choice. → P.100 “Selecting a Folder”

- ② **Select the voice memo file with the  or  button and press the shutter release button.**

● **Using the Buttons**



Press the  or  button.

The voice memo will be played and the playback indicator and time elapsed will be displayed.





Playback of the voice memo file will end automatically. To cancel playback, press the shutter release button.

● **To Pause and Resume Playback**

To cancel playback, press the shutter release button during playback, and to resume playback, press the shutter release button again.

To fast forward, keep the  side of the zoom lever pressed while playback is suspended, and to rewind, keep the  side of the zoom lever pressed.


● **To Adjust the Volume**




If you press the  or  button during playback, the volume indicator will be displayed. Press the  or  button to adjust the volume.





- Note** • If the recording or recordable time exceeds 100 minutes, the first digit of the seconds will not be displayed on the LCD monitor or LCD panel.

## Playing a Motion Picture File

Follow the procedure below to play a file recorded in  (Motion Picture) mode.

- ① **Set the mode dial to  and select the playback source with the /  button.**

- Note** • If necessary, you can switch folders to play a file from a folder of your choice. → P.100 “Selecting a Folder”

- ② Select the motion picture file with the  or  button on the LCD panel, and press the shutter release button.



● **Using the Buttons**

Press the  or  button.

The motion picture will be played and the playback indicator and time elapsed will be displayed.



Playback of the motion picture file will end automatically. To cancel playback, press the shutter release button.

● **To Pause and Resume Playback**

To pause playback, press the shutter release button during playback, and to resume playback, press the shutter release button again.

● **Advance and Rewind, and Slow and Reverse Slow Playback**

To advance one frame, press the [▶▶] side of the zoom lever while playback is suspended, and to rewind one frame, press the [◀◀] side of the zoom lever. For slow playback, keep the [▶▶] side of the zoom lever pressed, and for reverse slow playback, keep the [◀◀] side of the zoom lever pressed.

**Note** • You can adjust the volume by pressing the  or  button. → P.85 “Playing a Voice Memo File”



**LCD Monitor Display (Play Mode)**

Each time the DISPLAY button is pressed, the information display changes to show the date and time recorded, the image quality mode, etc.

● **For still picture, text and continuous shooting files**



**Initial display**

**Information display**

**No display**



LCD  
monitor  
Off

\* In the case of voice memo files and motion picture files, , , the time elapsed and the indicator are displayed on the initial display or information display.

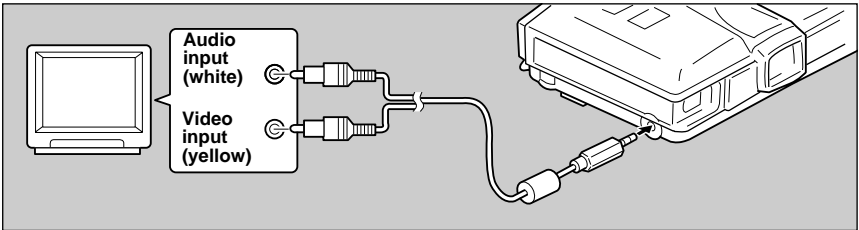
\* Advance and rewind buttons, and [EDIT] on the display function even when the LCD monitor is turned off.

# Playback Using a TV

Connect the camera to a TV set with the video interface cable supplied to play recorded image files on the TV screen.

**See**

- Refer to the instruction manual for the equipment to which the camera is connected.



- 1 Check that both the camera and the TV are turned off.
- 2 Connect the video interface cable to the video output terminal on the camera.
- 3 Connect the other end of the video interface cable to the video input terminal and audio input terminal on the TV.

## Using the Camera for Extended Periods of Time

Supplying power to the camera from a household AC outlet using an optional AC adapter is recommended for shooting over extended periods of time. → P.119 “Connecting an AC Adapter”

**\* Make sure that the camera is turned off before connecting the AC adapter.**

**Note**

- When you are overseas, you can view recorded images on a TV set with the other Video-out signal method (NTSC/PAL). → P.119 “Changing the Video-out Signal Method”
- When the camera is connected to a TV set, the image is displayed on the TV monitor just as it appears on the LCD monitor.
- The LCD monitor will appear blank if you connect the video interface cable to the camera when the video out mode is set to PAL.
- Not all the information can be displayed on the TV screen depending on the image size captured or the TV screen.

# Special Functions

This section explains the various playback functions.

## Switching to Edit Mode

Switching to Edit mode enables you to use the various playback functions, such as displaying several files at once and magnifying and rotating files. Use the stylus pen to perform the following operations.

- 1 Set the mode dial to [▶] and select the playback source with the [CARD]/[IN] button.

- 2 Touch [EDIT].

- Using the Buttons

Press the ENTER button.



The mode will switch to the Edit mode.

- 3 When you have finished editing, select [EXIT].

Edit mode will be exited and the normal playback screen will be displayed.





## Displaying One File at a Time (Single Image Playback)



This function enables you to play back one file at a time.



- 1 Switch to Edit mode.

The mode will change to Edit mode and the single image playback will be enabled.

See • “Switching to Edit Mode” (See above)

**2 Select the file to be displayed with the  or  button.**

Selecting the  button will display the previous file, and selecting the  will display the next file.

The mark ( or ) on the screen indicates the attachment. → P.27 “Play Mode”.

**● Using the Buttons**

Press the  or  button.



## Displaying Several Files at Once (Thumbnail Playback)



Nine files are displayed at once, enabling speedy search for the image you wish to see.



**1 Switch to Edit mode and select  with the pen.**



The display will switch to the thumbnail playback display.

**See** • P.89 “Switching to Edit Mode”



**2 Select  or  with the pen to change the files displayed.**







Selecting  will display the previous nine files, and selecting  will display the next nine files.

The file on which the focus is set is the selected file. You can change the selected file using the · buttons.



**3 Select .**

The screen will return to the single image playback display. The file selected during thumbnail playback display will be displayed.

- Note**
- Unplayable files are indicated in black.  displayed on blue screen indicates a voice memo file and  indicates a text file.
  - A paperclip symbol  above a thumbnail display indicates a motion picture file and a  symbol indicates an attachment.
  - Pressing the  button when the selected file is on the top row will display the previous nine files, and pressing the  button when it is on the bottom row will display the next nine files.

# Magnifying a File (Zoom Playback)

You can magnify a file lengthwise and widthwise to check for blurring when taking the picture, etc. The file can be displayed at the following magnification rates depending on the image size.

- **2048** : 1.4 times, 2.7 times
- **1024** : 1.4 times, 2.7 times
- **640** : 1.7 times






## ① Switch to Edit mode and select with the pen.

The mode will switch to zoom playback display.

 • P.89 “Switching to Edit Mode”






## ② Drag the pen on the screen to check the display area.

 • You can move the display area vertically and horizontally by selecting the green  or , or  or .



### ● Changing the Magnification

To magnify the size, touch  and to reduce the size touch .

-  • Zoom playback display can be used in single image playback display, but not in thumbnail display.
- Zoom playback display can be used for still picture files, text files, and still picture and text files with an attachment.

# Copying and Moving Files

This function enables you to copy or move files between storage memory. A selected file or whole folder can be copied or moved.



- When a protected file is moved, the source file is not deleted.
- If there is insufficient memory capacity at the destination, the “Insufficient memory” message will be displayed. Delete unnecessary files or insert a new storage card before resuming operation.

## 1 Switch to Edit mode.

- “Copying and Moving Selected Files” → See below
- “Copying and Moving a Whole Folder” → P.93



- P.89 “Switching to Edit Mode”

## ■ Copying and Moving Selected Files

### 1 Display the file to be copied or moved and change to .

To continue selecting files, repeat step 1.

#### ● Thumbnail Display

Change to on the file to be copied or moved. You can select more than one file.



### 2 Select [COPY/MOVE].

### 3 Select the option (COPY or MOVE).

### 4 Select the item (SELECTED).

The copy or move item is the files you selected in step 1.

### 5 Select the destination (CF CARD, PC CARD or IN).



- P.33 “How to Use the Radio Button ()”



**6 Specify the destination folder and select [OK].**

Copying or moving starts, and when finished, the message is displayed.

**7 Select [OK].**

The display will return to the Edit mode.



**Note** • If  is not changed to , the file currently displayed on the single image playback display or the selected file on the thumbnail playback display becomes the target.

## ■ Copying and Moving a Whole Folder

**1 Select [COPY/MOVE].**




**2 Select the option (COPY or MOVE).**

**3 Select the item (FOLDER).**

The copy or move item is all the files in the folder currently displayed.

**4 Select the destination (CF CARD, PC CARD or IN).**



**See** • P.33 “How to Use the Radio Button ()”

**5 Specify the destination folder and select [OK].**

Copying or moving starts, and when finished, the message is displayed.

## 6 Select [OK].

The display will return to the Edit mode.



- Note**
- A whole folder cannot be copied or moved within the same storage memory.

## Editing Images

This function enables you to edit recorded images. You can cut off unwanted areas, change the image size, or rotate the display.

- Note**
- Edited files are saved when the camera is switched off. You can play the edited file next time you switch the camera on.
  - Editable files are still picture files, text files, and still picture and text files with an attachment, taken with this camera.
  - The edited file will be saved as a new file.


## 1 Switch to Edit mode and select [EDIT IMAGE].

- See**
- P.89 “Switching to Edit Mode”



The edit menu will be displayed.

- Cropping → P.95
- Changing the Image Size → P.95
- Rotating → P.96

- Note**
- To cancel operation and return to the Edit mode, select .



## ■ Cropping

This function enables you to crop the image by specifying the rectangular scope. You can cut off unwanted areas when shooting and keep only the area you want.

### ① Select [CROPPING].



### ② Touch the starting point of the rectangle (①) to be cropped with the pen.



### ③ Touch the end point of the rectangle (②) with the pen.

The specified area will be displayed by dashed lines.

**Note** • If you make a mistake, select [UNDO]. Repeat steps ② and ③.

### ④ Select [OK].

The specified area will be cropped and the display will return to the Edit mode.



## ■ Changing the Image Size

This function enables you to reduce the image size to 1/2, 1/3, 1/6 or 1/12. You can reduce the file size and cut down the transfer time to a PC.

### ① Select [CHANGE SIZE].



**2 Select the image size (1/2, 1/3, 1/6 or 1/12) and then select [OK].**

The image will be changed to the specified size and the display will return to the Edit mode.



**● Image size**

The information display when the DISPLAY button is pressed allows you to check the image size changed. The image size changed varies on the original size of the image.

Image size changed



**■ Rotating**

This function enables you to rotate a recorded file 90 degrees to the left or to the right on the display.

**1 Select [ROTATE R90 deg.] or [ROTATE L90 deg.].**



The file will be rotated at the specified angle.

Rotated 90 degrees clockwise



# Adding a Memo or Voice Memo to a File

You can add a memo or voice memo to a recorded file. There are three types of memo: keypad memo, voice memo and pen memo.


## 1 Switch to Edit mode and select [MEMO].

**See** • P.89 “Switching to Edit Memo”



The memo menu will be displayed.

- Adding a Keypad Memo → See below
- Adding a Voice Annotation → P.98
- Adding a Pen Memo → P.99

**Note** • To cancel operation and return to the Edit mode, select .



## ■ Adding a Keypad Memo

This function enables you to add a keypad memo to a file using the on-screen keypad. It is useful for entering titles, explanations and other comments.

### 1 Select [KEYPAD MEMO].



### 2 Select and enter the memo using the on-screen keypad.

You can input up to 40 letters.

**See** • P.35 “Using the On-screen Keypad”



### 3 Select [SAVE].

The input keypad memo will be saved and the display will return to the Edit mode.

**Note** • The file format for keypad memos is text (.TXT).

## ■ Adding a Voice Annotation

This function enables you to add an about 10-second voice memo to a still picture file or text file.

### 1 Select [VOICE ANNOTATION].




#### ● When a voice memo has already been recorded

If a voice memo has already been recorded for the selected file, a message will be displayed. If you wish to record over the top, select [OK] and record a voice memo. To cancel recording, select [CANCEL].



### 2 Press the shutter release button.

Recording will start. The "Recording" message will be displayed, and  on the LCD panel will flash and when recording or saving is finished, the display will return to the Edit mode.



**Note** • Press the shutter release button again to finish recording.  
• The file format for voice memo is WAV (.WAV).

## ■ Adding a Pen Memo

This function enables you to add a memo written in freehand to a recorded file. The memo can be saved by the following two methods.

Saving Method	Explanation
<b>Independent</b>	Only the pen memo is saved. The file format is TIFF (.TIF).
<b>Combined</b>	The pen memo is saved in combination with the image. The file format is the same as the original image.

**Note** • A pen memo added to a recorded file will be saved as a new file independent of a recorded file.

### 1 Select one of the following: [PEN MEMO] or [PenMemo W/ Image].




### 2 Write the memo freehand using the tool palette.

**See** • P.37 “Using the Tool Palette”

#### ● [PEN MEMO]



#### ● [PenMemo W/ Image]

 on the screen indicates the combined pen memo.



### 3 Select [SAVE].

The memo written by the method selected in step 1 will be saved, and the display will return to the Edit mode.

**Note** • Pen memos cannot be edited.  
 • When you add a pen memo of the combined method to an image recorded in 2048 × 1536 size, the image will be saved in 1024 × 768 size.  
 • The combined pen memo may take several minutes to save according to the contents of the memo.

## Selecting a Folder

This function enables you to select the folder you wish to display images from when you switch to Play mode.

① Press the **MENU** button.

② Select **[FOLDER]**.



③ Select the folder to be displayed and then select **[OK]**.

The folder will be set and the display will return to the Play mode.



## Protecting a File

You can protect important files from being erased accidentally.

① Press the **MENU** button.

② Select **[PROTECT]**.



**3 Display the file you wish to protect and select [PROTECT].**


To continue protecting files, repeat the procedure.

**Thumbnail Display**

Select the file you wish to protect with the stylus pen or ▲·▼ buttons and then select [PROTECT].



**4 Select [EXIT].**

The protect setting will be enabled and the display will return to the Edit mode. Protected files are indicated by a  symbol.

**To Cancel the Protect Setting**

Select the protected file on the Protect Setting menu (step 3) and then select [UNPROTECT].



- Protected files will be deleted when the storage memory is formatted.

## Auto Playback

This function automatically plays all the files stored in the storage memory.


**1 Press the MENU button.**

**2 Select [AUTO PLAYBACK].**



### 3 Set the playback interval.


Specify the playback time per file in the range of 1 – 99 seconds.

**See** • P.34 “How to Use the Spin Box ”



### 4 Select the loop play (YES or NO).

Specify whether you want the files to be played repeatedly.

**See** • P.33 “How to Use the Radio Button ”



### 5 Select [PLAY].



### 6 Select [OK].

Auto playback will start for the specified time. To cancel auto playback, press the CANCEL button.

#### ● To Pause and Resume Auto Playback

Press the shutter release button to pause auto playback and press the shutter release button again to resume playback.

#### ● To Advance and Rewind

To advance one frame, press the  button while auto playback is suspended, and to rewind one frame, press the  button.



- Note**
- The time required to recall a file is not included in the playback time.
  - Still picture and text files with a voice memo, motion picture files and voice memo files will be played for the time they were recorded, regardless of the preset playback time.

# Setting DPOF (Digital Print Order Format)

This function enables you to set the number of prints and number of indexes when having prints made of files on the CF card or PC card by a digital printing service. After making the settings, the prints can be made according to the preset information at the digital camera printing service.

- Note**
- Leave enough space for one or two prints on the storage memory to allow the print service settings to be made.
  - After making the print service settings, do not make any recording, erasing or other settings. If any such action is made, reset the print service settings.

## 1 Switch to Edit mode and select .

- See** • P.89 “Switching to Edit Mode”



The DPOF setting menu will be displayed.



- Specifying the Number of Prints → See below
- Specifying the Number of Indexes → P.104
- Canceling the DPOF Settings → P.105


## ■ Specifying the Number of Prints

### 1 Display the image which you want to have printed and specify the number of prints.

To continue setting the number of prints, repeat the procedure.

#### ● Thumbnail Display

Select the image which you want to have printed using the stylus pen or   buttons and specify the number of prints.

- See** • P.34 “How to Use the Spin Box ”

- Note** • To cancel the setting, set the number of prints to zero (0).



**2 Select [OK].**

The number of prints will be specified and the display will return to the Edit mode.


**■ Specifying the Number of Indexes**

All the images in the folder can be printed on a reduced scale. The index print feature is useful for checking the images in the folder and for specifying the number of prints.

**1 Select [DPOF MENU] on the DPOF setting menu.**




**2 Select [INDEX PRINTS].**

**Note** • To cancel the operation and return to the DPOF setting menu, select .



**3 Specify the number of indexes and select [OK].**

The display will return to the DPOF setting menu.

**See** • P.34 “How to Use the Spin Box 

**Note** • To cancel the settings, set the number of indexes to zero (0).



**4 Select [OK].**

The number of indexes will be set and the display will return to the Edit mode.


## ■ Canceling the DPOF Settings

This function enables you to cancel all the DPOF settings, including the number of prints and number of indexes.

- 1 Select [DPOF MENU] on the DPOF setting menu.



- 2 Select [CANCEL PRINT ORDER].

- Note** • To cancel the operation and return to the DPOF setting menu, select .



The confirmation message will be displayed.



- 3 Press the shutter release button.  
All the DPOF settings will be canceled and the display will return to the Edit mode.
- 4 Select [CANCEL] to exit the DPOF setting menu.

# Preparing and Playing a Presentation

The presentation function is for automatically playing several selected files at specified intervals.

## Preparing a New Presentation

This function enables you to prepare a new presentation. Select the files for automatic playback and set the order of playback.



### 1 Switch to Edit mode.

**See** • P.89 “Switching to Edit Mode”

### 2 Display the file to be used in the presentation and change to .

To continue selecting files, repeat step 2.

#### ● Thumbnail Display

Change  to  on the file to be used in the presentation. You can select more than one file.



### 3 Press the button.

### 4 Select [NEW PRESENTATION].




### 5 Select and enter the title of the presentation using the on-screen keypad.

### 6 Specify the playback time.

Specify the playback time per file in the range of 1 – 99 seconds.




- P.35 “Using the On-screen Keypad”
- P.34 “How to Use the Spin Box 

## 7 Select [EDIT].

## 8 Edit the presentation.

### ● Adding a File

You can add files to be used in the presentation.

Select  at [FOLDER] and select the folder in which to save the additional file from the list. Choose the file to be added from [FILE] displayed below and select [ADD].



### ● Rearranging the Playback Sequence

You can change the order in which the files will be automatically played.

Choose the file you want to rearrange from the list and select [ $\blacktriangle$  UP] or [DW  $\blacktriangledown$ ]. The selected file will move up or down accordingly.



### ● Deleting a File

You can delete files you do not wish to use. Choose the file you wish to delete from the list displayed above and select [DELETE].



## 9 Select [OK].

The presentation will be prepared and the presentation playback screen will be displayed.

Press [OK] to start presentation.

Press [CANCEL] to return to the menu screen.



- **Note** • You cannot specify a mixture of files from the CF card and PC card.
- If  is not changed to , the file currently displayed on the single image playback display or the selected file on the thumbnail playback display will become the target.
- You can download files prepared on PowerPoint, etc., from a PC and play them automatically on the camera. See “Using the Microsoft Power Point Presentation Data” in ‘Connecting to a Personal Computer’ operation manual.

## Playing a Presentation

This function enables you to execute a presentation and automatically play the recorded images.

### 1 Switch to Edit mode and press the button.


**See** • P.89 “Switching to Edit Mode”

### 2 Select [PRESENTATION].

### 3 Choose the presentation to be executed.

### 4 Select the loop presentation (YES or NO).

Specify whether you wish the images to be played repeatedly.

**See** • P.33 “How to Use the Radio Button ()”

### 5 Select [PLAY].

### 6 Select [OK].

The presentation will start.



To cancel automatic playback, press the CANCEL button.


#### ● To Pause and Resume Automatic Playback

Press the shutter release button to pause automatic playback and press the shutter release button again to resume playback.



### ● To Advance and Rewind

To advance one frame, press the  button while automatic playback is suspended, and to rewind one frame, press the  button.

 • The time required to recall a file is not included in the playback time.

## ■ Changing the Content of the Presentation

You can change the content of the presentation, such as adding or deleting files to be used, rearranging the order, etc.

### 1 Switch to Edit mode and press the button.

 • P.89 “Switching to Edit Mode”

### 2 Select [PRESENTATION].




### 3 Choose the presentation you wish to change.



### 4 Select [EDIT].

#### ● Changing the Presentation Name

Select  and change the name using the on-screen keypad.



## 5 Make the necessary changes to the presentation.

### ● Rearranging the Playback Sequence

You can change the order in which the files are automatically played.

Choose the file to be rearranged from the list and select [**▲ UP**] or [**DW ▼**]. The selected file will move up or down accordingly.



### ● Adding a File

You can add a file to be used in the presentation.

Select [**F**] at [FOLDER] and choose the folder in which to save the additional file from the list. Choose the file to be added from [FILE] displayed below and select [ADD].



### ● Deleting a File

You can delete files you do not wish to use.

Choose the file to be deleted from the list and select [DELETE].

## 6 Select [OK].

The presentation will be edited and the presentation playback screen will be displayed.

Press [OK] to start presentation.

Press [CANCEL] to cancel playback of the presentation. The screen will return to the menu screen.



# Deleting a Presentation

- 1 Switch to Edit mode and press the **J** button.

**See** • P.89 “Switching to Edit Mode”

- 2 Select [PRESENTATION].



- 3 Choose the presentation to be deleted and then select [DELETE].  
The confirmation message will be displayed.



- 4 Press the shutter release button.  
The selected presentation will be deleted.

**Note** • The registered files will not be deleted when the presentation is deleted.



# Deleting a File

This function enables you to delete recorded files. You can delete selected files or all the files in the folder.



- Files cannot be restored once they are deleted. Before starting to delete a file, make sure that you want to delete it.



- Depending on the capacity of the storage memory or the type of file, it may take a short time to delete a file.

## Deleting a Selected File

You can delete selected files.

### 1 Switch to Edit mode.

• P.89 “Switching to Edit Mode”

### 2 Display the file to be deleted and change to .

To select more files, repeat step 2.

#### ● Thumbnail Display

Change to on the file to be deleted.

You can select more than one file.

### 3 Select .

The confirmation message will be displayed.

### 4 Press the shutter release button.

The file will be deleted and the display will return to the Edit mode.



- Note**
- When a file is deleted, the subsequent file numbers are reassigned.
  - Protected files cannot be deleted until they are unprotected. → P.100 “Protecting a File”

## Deleting All Files

You can delete all the files in the folder.

- 1 Press the **MENU** button.
- 2 Select **[DELETE ALL IMAGES]**.  
The confirmation message will be displayed.



- 3 Press the **shutter release** button.  
All the files in the folder will be deleted and the display will return to the Edit mode.



- Note**
- Protected files cannot be deleted until they are unprotected. → P.100 “Protecting a File”

