BEFORE YOU SHOOT
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The following checklist is designed to make shooting fail-safe. Every step is imperative in saving time and frustration and in achieving the best shots possible pay special attention to the lighting rules if you’re to avoid “blue” or yellow pictures, subjects in shadow or in glare. Practice these until they become automatic.

Setting up the Camera
1. Set up tripod and secure.
2. Put camera on tripod and check all is secure.
3. Adjust viewfinder and handle to suit.
4. Check that battery is in and that it has bee charged.
5. Remove lense cap.
6. Slide the operator switch to switch on the camera record setting.
7. Insert tape.
8. Advance tape to proper location if needed.
9. Press start/stop button and check that “rec” mode is displayed in viewfinder. Roll on tape for 5-10 seconds.
10. Now press start/stop button again to stop recording while the following check is done.

Check Light Source and Make Adjustments
Filming Indoors
1. When INDOORS with only natural light (lights out) - switch to OUTDOORS.
2. When INDOORS with a mix of natural and artificial light (lights on) - switch to AUTO.
3. When INDOORS with fluorescent light only (lights on) - switch to AUTO
4. When INDOORS with any other artificial light and no natural light present (lights on, spot light) - switch to INDOORS

Filming Outdoors
1. When dawn and dusk - switch to AUTO
2. When any other time of day - switch to OUTDOORS.

Check Relative Positions of Light and Subject in Shot
Indoors and Outdoors
1. Check that subject is placed against a darker background.
2. Check that there is no strong natural or artificial light from directly behind subject.
3. Where this is unavoidable eg. A tree with a brightly lit field behind it use BACKLIGHT” setting.
4. Check that light is not directly in subject’s eyes.
5. Check that light is not creating strong shadows in shot.
6. You should adjust your light source and your white balance at each new location or for each scene in which your light source alters the shot.