

Grad Chroma-Key Checklist – 2017

Case Inventory

Camera & Lights	<input type="checkbox"/> (2) D7200 Camera Bodies (1 as Backup)
	<input type="checkbox"/> (2) 18-105mm Lenses (1 as Backup)
	<input type="checkbox"/> Lens Hood
	<input type="checkbox"/> 3 Genuine Nikon Camera Batteries – Charged (2 as Backup)
	<input type="checkbox"/> Camera Battery Charger
	<input type="checkbox"/> 3 Alien Bee B800's (1 as Backup)
	<input type="checkbox"/> 2 CyberSync Transmitters (1 as Backup)
	<input type="checkbox"/> 3 CyberSync Receivers (1 as Backup)
	<input type="checkbox"/> Hot Shoe Adapter (as Backup)
	<input type="checkbox"/> Sync Cord (as Backup)
	<input type="checkbox"/> (1) White Umbrella (36" to 60")
	<input type="checkbox"/> (1) 7" Reflector with Diffusion Sock
	<input type="checkbox"/> 1 Heavy Duty Light Stand (Main Light)
	<input type="checkbox"/> 1 Mini Back Light Stand (Back Light)
	<input type="checkbox"/> 4 Vagabond Portable Batteries (2 as Backup)

Background & Misc.	<input type="checkbox"/> Green Chroma-Key Background
	<input type="checkbox"/> Blue Chroma-Key Background
	<input type="checkbox"/> Background Stands & Crossbar Poles
	<input type="checkbox"/> Background Clamps
	<input type="checkbox"/> 2 Laminated Grad Feet
	<input type="checkbox"/> Gaffer Tape

Chroma-Key Photography Tips

- Tape all 4 sides of feet templates
- Ensure that graduate is standing centered on the Feet
- Ensure ON DECK graduate is on 2nd Feet Template
- Hold diploma up if available
- Avoid having diploma right under chin
- Crop 1" over grad cap in photo
- Do not cut off any portion of anyone's grad cap
- Keep both your toes on line to ensure camera is correct distance from subjects
- Shoot with both eyes open to verify strobe is firing
- Wait 1 extra second for tassel to stop swinging
- Keep Backup Camera/Strobe at your feet
- Go to backup if anything malfunctions on primary rig

Setup & Settings

Setup & Settings	<input type="checkbox"/> Setup Background
	<input type="checkbox"/> Mark Spot for Subject at 3ft from Background
	<input type="checkbox"/> Tape Down Feet Marks – Back of Feet Marks at 3ft
	<input type="checkbox"/> Mark Camera Spot at 6ft from Front Edge of Feet Mrk
	<input type="checkbox"/> Mark Main Light Position - Directly Behind Photog.
	<input type="checkbox"/> Position Light Directly Beside Cam. If Needing Space
	<input type="checkbox"/> Mark Back Light Position at 2ft from Background
	<input type="checkbox"/> Set Up Main Light with 36" to 60" White Umbrella
	<input type="checkbox"/> Utilize Smaller Umbrella if Needing Space
	<input type="checkbox"/> Bottom of Umbrella 5ft from Floor
	<input type="checkbox"/> Point Light/Umbrella Towards Subject Position
	<input type="checkbox"/> Power up Studio Light (AC Power or Vagabond)
	<input type="checkbox"/> Modeling Light/Bulb is OFF (If Using Vagabond)
	<input type="checkbox"/> Set Light Meter Mode to: Flash
	<input type="checkbox"/> Set Light Meter ISO to: 400 to 800 (Lighting Condition)
	<input type="checkbox"/> Set Light Meter Shutter Speed to: 1/125 th
	<input type="checkbox"/> Stand in Subject Position to Take Meter Reading
	<input type="checkbox"/> Point Light Meter Towards Main Light Position
	<input type="checkbox"/> Hit "Reset" Button on Meter and Take Reading
	<input type="checkbox"/> Adjust Power Setting of Light Until F/8 is Achieved
	<input type="checkbox"/> Set Up Back Light on Mini Light Stand 2ft from Bkgrd.
	<input type="checkbox"/> Attach Silver Reflector with Diffusion Socks
	<input type="checkbox"/> Point Back Light Towards Middle of Background
	<input type="checkbox"/> Stand Close to Background to Take Reading (Middle)
	<input type="checkbox"/> Point Light Meter Towards Camera
	<input type="checkbox"/> Hit "Reset" Button on Meter and Take Reading
	<input type="checkbox"/> Adjust Power Setting of Light Until F/4 is Achieved
	<input type="checkbox"/> Main Light is Turned off When Taking Reading
	<input type="checkbox"/> Turn Main Light Back On
	<input type="checkbox"/> Set Up Tripod & Camera at 6ft from Subject
	<input type="checkbox"/> Verify Camera Settings:
	<input type="checkbox"/> Camera Shutter Speed: 1/125 th
	<input type="checkbox"/> Camera ISO: 400 to 800 (Depending on Lighting)
	<input type="checkbox"/> Camera Aperture (f/stop): F/8
<input type="checkbox"/> Camera Shooting Mode: M (Manual)	
<input type="checkbox"/> Camera Image Size: M (Medium)	
<input type="checkbox"/> Camera Image Quality: Basic	
<input type="checkbox"/> Camera White Balance: Flash	
<input type="checkbox"/> Camera Shutter Release Mode: S (Single)	
<input type="checkbox"/> Camera Body Focus Mode: AF	
<input type="checkbox"/> Lens Focus Mode: A or MA (NOT M)	
<input type="checkbox"/> Camera Focus Mode: AF-S (Single)	
<input type="checkbox"/> Camera Auto Focus Points Area Mode: Auto	
<input type="checkbox"/> Lens Focal Length Taped at 50mm	
<input type="checkbox"/> Control Dial & Shooting Mode Dial Taped	
<input type="checkbox"/> Front of Lens Clean & Lens Hood Properly Seated	
<input type="checkbox"/> Mount CyberSync Transmitter on Camera	
<input type="checkbox"/> Take Test Shot – Confirm Proper Exposure	