

## CAMERA OP - THINGS TO REMEMBER

- **Listen for your camera** – Make sure to know when your camera is live! You don't want to make any quick movements or bump the camera when your live. Listen for "Take Camera X" or "Dissolve Camera X". When you hear that, your live.
- **Quickly!** – When there is a transition in the service, get your next shot as quickly as possible. Practice securing your frame & focus as quickly as possible. Once you have your shot, hold for the director to take it. Don't make adjustments if your camera's live without permission from the director.
- **Are You Ready?** Although almost all service details are planned out – you never know what's going to happen. Always be ready for Grant to stand up, or for Sam to move – Even if it's in the middle of a sermon.
- **Look Up!** When you are live, take a look at the screens and make sure your framing is good. Sometimes your preview monitor cuts off or ads room on certain sides of the frame. Part of the director's job is to help you make sure you have the right framing – so don't get frustrated if your preview monitor is not accurate, just work with the director and compensate for it.
- **Forward, Then Back** – When checking your focus, follow these steps: 1) roll out of focus 2) roll back into focus until you think you've got it just right 3) Go a little farther with your focus until it starts to de-focus again, then 4) pull back into focus. By rolling past your best focus point, and then coming back, you become certain that you have the best focus.
- **Loosey Goosey** – First thing you should always do when you get to your camera before the service is check to make sure it's balanced correctly. Make sure you can make slow movements easily, without having the camera jump back when you stop. Make sure camera movements are easy, and that after you stop and let go of the camera it won't wander up or down. If your camera isn't balanced properly, let your director know.
- **Call Time** – Be at your camera within 5 minutes of the service starting.
- **Intercom Etiquette** – Whenever you put your intercom on, make sure announce that your "on". Simply say "Camera X on com". This is to let everyone know that your on, but especially the director. Make sure you hear a "thank you" from the director. If not, you'll need to repeat until you reach your director. Also, whenever you take you com off (even for just a second) announce "Camera X OFF com".

Also, to keep the lines of communication clear – only talk to the Director on the intercom. The entire production team is on the same channel, and this rule helps keep communication clear.

Also, use position names instead of people's names on the intercom. Example: If you need to talk to the director and your not in a current dialogue, say "Director, Cam 1". This lets the video director know that Camera 1 needs to talk. Wait for the director to respond before talking.

If you need verification of your framing or focus, say "Camera X focus/framing check please". The director will check and respond.