

Camera Prep Checklist

DIGITAL EDITION (SHORT FORM)

Version 4.0

PRODUCTION TITLE:	
VENDOR/SUPPLIER DETAILS:	
DIRECTOR OF PHOTOGRAPHY:	
FOCUS PULLER:	

GENERAL HOUSEKEEPING

Check equipment list from Rental House against the DOP's list - flag any discrepancies	<input type="checkbox"/>
Confirm all equipment has arrived, and arrival time of equipment that is not there	<input type="checkbox"/>

LENSES

LENSES - Correct mounts? Mounts to camera securely? Gears move smoothly? Smooth zoom tracking? Note lens weights (steadicam)	<input type="checkbox"/>
Check all lenses on a projector - are the distance markings correct? Do they need shimming?	<input type="checkbox"/>
Do the lens circles cover the shooting format? (Check vignetting on wider lenses)	<input type="checkbox"/>
PENTAFINDER - Correct aspect ratio GG? Correct lens mount? Lens mounts securely?	<input type="checkbox"/>
Do long lenses/zoom lenses have the correct size rods, base plates and lens supports?	<input type="checkbox"/>
Check front and rear elements are clear of scratches. Note cosmetic scratches and alert the rental house	<input type="checkbox"/>

CAMERA BODY

BASE PLATES - Lock securely and release? Camera cage and top handle secure? Base plates secure?	<input type="checkbox"/>
AKS - Do you need additional plates, etc for specific builds? (eg. UAP-2 on Amira for Steadicam)	<input type="checkbox"/>
LENS MOUNT - Correct mount? Is an adapter required? LDS working? Flange depth correct?	<input type="checkbox"/>
SENSOR - Clean and dust-free? Are there any dead pixels?	<input type="checkbox"/>
BODY - Any cosmetic damage? Power up without errors? Fans running properly and clean? Do all REC buttons work?	<input type="checkbox"/>
FIRMWARE & LICENCES - Most up-to-date firmware installed? Correct licences installed? (eg. Anamorphic, RAW)	<input type="checkbox"/>
BTL FILTERS - All move properly? Are they clean?	<input type="checkbox"/>
PORTS - Do all SDI video ports work? Do all power outputs work? Does the TC port work? Does the camera hold TC?	<input type="checkbox"/>
LENS RODS - Correct length 15mm/19mm rods for lenses?	<input type="checkbox"/>
EVF - Clean of scratches and dirt? Adjust and secure properly? VEB extension secure? Eyepiece leveller?	<input type="checkbox"/>
CONSUMABLES - TBAs	<input type="checkbox"/>

CAMERA SETTINGS

Confirm the Shooting Settings with the DOP (base FPS, Shutter, Resolution, etc) and load into camera	<input type="checkbox"/>
Assign camera ID, label camera with ID. Enter production metadata	<input type="checkbox"/>
Assign User Buttons and label their functions on the side of the camera	<input type="checkbox"/>
Build frame lines for the chosen aspect ratio, tailored to the DOP/Operator's preferences	<input type="checkbox"/>
Confirm that the Sensor settings have not been altered and are correct for the job	<input type="checkbox"/>
Set an appropriate Voltage Warning in the Power settings	<input type="checkbox"/>
Does the camera enter High Speed mode without any errors? What is the highest framerate of the camera?	<input type="checkbox"/>
Does the camera correctly squeeze/desqueeze images?	<input type="checkbox"/>

MEDIA

Correct card type(s)? Have enough cards? Big enough capacity?	<input type="checkbox"/>
Stress-test cards (load, record, run in base FPS, run in High Speed, playback, format)	<input type="checkbox"/>
Correct card reader(s) and cable(s)?	<input type="checkbox"/>
Shoot frame leader(s), if required	<input type="checkbox"/>

POWER	
Correct battery mounts for camera(s) and monitor(s)? Enough batteries and chargers?	<input type="checkbox"/>
Correct block battery cables? Mains power cables? Spare cables? Extra long block battery cable?	<input type="checkbox"/>
Charge all batteries. Leave used ones on overnight and alert rental house staff	<input type="checkbox"/>

ACCESSORIES	
FF4 - Moves properly? No "play"? Correct size accessories and gears?	<input type="checkbox"/>
WIRELESS FOCUS - Works at distance? Set wireless channel. Correct pitch gears? Remote Start (RS) working?	<input type="checkbox"/>
Mark up follow focus rings, or input lens data	<input type="checkbox"/>
Microforce/zoom control working? Powers and calibrates? Runs smoothly at speeds? No drift? Tape-up R/S switch	<input type="checkbox"/>
Cinetape/CineRT functioning? Correct interface cables? L-CUBE working properly? Spare cables?	<input type="checkbox"/>
Teradek paired with correct TX and RX? No interference or break-up? Correct mounts and cables?	<input type="checkbox"/>
SMB - Correct size trays? Secures to rods? Swing-away smooth? Tilting good? Correct donuts? Mattes & chops?	<input type="checkbox"/>
LMB - Correct size backing plates? Secures to lenses? Mattes & chops?	<input type="checkbox"/>
Do any matte boxes vignette on wider focal length lenses?	<input type="checkbox"/>
Additional matte boxes required (eg. LMB6 for wide-angle primes)? Step-down trays needed?	<input type="checkbox"/>
Rotating and geared trays move smoothly? Dioptre trays for all MBs? Filter catchers for all MBs?	<input type="checkbox"/>

FILTERS	
All filters clean and scratch-free? Correct sizes for MBs? Will they cover the wider lenses?	<input type="checkbox"/>
POLA - Circular? Rota? - O/F? - ND Grads? - Dioptres?	<input type="checkbox"/>
ROTA POLA - "Out" position correct? Rotates smoothly? Confirm stop-loss	<input type="checkbox"/>

MONITORING	
VIDEO PLAYBACK OP - Confirm no double-ups of monitors. Are they supplying Teradek?	<input type="checkbox"/>
Monitors power up properly? No scratches or dead pixels? Correct battery mounts? Enable auto-recover. Sunshades for all?	<input type="checkbox"/>
Calibrate monitors to colour bars. Check backlight and white balance settings are the same	<input type="checkbox"/>
Link Teradek TX and RXs. Correct mounts and cables for RXs? Enough BNCs?	<input type="checkbox"/>

BASIC GRIP EQUIPMENT	
LEGS - Set of spreaders with each set? Rolling spider bases?	<input type="checkbox"/>
HEAD - Front box bracket? Extension viewfinder levelling brackets? Note counter balance level	<input type="checkbox"/>
HANDHELD - Moose bars? Shoulder pad? Easyrig? Kong frog clip and eye bolt?	<input type="checkbox"/>

FINAL HOUSEKEEPING	
Weigh camera build. Mark balance points for steadicam	<input type="checkbox"/>
Confirm camera truck size or delivery details	<input type="checkbox"/>
Reference photos of build for DOP, Grip, Steadicam	<input type="checkbox"/>
Check in with DOP - Any last minute requests? Changes to plans?	<input type="checkbox"/>
SHOOTING SPECS - Confirm framelines, resolution, LUTs with DOP, DIT, Production	<input type="checkbox"/>

SPECIALIST & OTHER IMPORTANT BITS	
UNDERWATER - Splashbag or housing? Watertight? Does the camera fit? Antifog and rainex? Loom cables?	<input type="checkbox"/>
RAIN DEFLECTOR - Runs properly? Correct voltage from camera (12v/24v)? Antifog and rainex?	<input type="checkbox"/>
TROLLEYS - Enough magliners or fold-it carts? Are they suitable for location/studio? Unbent shelves? Tyres not flat?	<input type="checkbox"/>
WET WEATHER - Camera rain cover? Monitor rain covers? Blue roll? Shower caps? Tarps? Magliner covers? Umbrellas?	<input type="checkbox"/>
DIGISLATE - Sync to TC or music track? Sync-sound? Engraved slates?	<input type="checkbox"/>
VFX - Confirm workflow and requirements? ProRes XQ / OCN-XT?	<input type="checkbox"/>
TRAVELLING ABROAD - Kit lists sent to production for Carnet. Include personal items	<input type="checkbox"/>
TRAVELLING WITH BATTERIES - Check flight regulations, print tech sheets, tape connectors, discharge to 30%	<input type="checkbox"/>