

INSTRUCTIONS FOR PHOTOGRAPHY

CENTRAL ALABAMA EMMAUS

TIME: Plan to arrive on Thursday morning (Friday morning for a walk that ends on Sunday) to take photographs when sunlight is sufficient (usually by 10:30 AM). Arrive early to set up and check out equipment.

SETUP: Take several shots of each group to ensure that you get the best possible exposure. Consider taking photos by bracketing, taking shots at different f-stops. You will need a hood to help with sun glare. A digital SLR camera is by far the best equipment since it gives you much greater flexibility than small digital cameras and faster developing time than film.

PHOTOS: Take the Big Group photo at the outdoor chapel with subjects in the seats. Pilgrims will be grouped by table when they arrive. Arrange everyone by the group setup guide and adjust as needed to get all faces visible. Have the first two rows seated, the third standing, the fourth standing but offset so that faces are visible between those on the third row. The fifth row can stand on the seats behind the fourth row. Have everyone remove hats and sunglasses so all faces are visible and not shadowed. Have an ALD get five note pads for you, write the row number at the top and have the pilgrims write their names in the order that they are sitting. Make sure you have them **PRINT LEGIBLY** and that they pass the pads from your left to your right (which is their right to their left).

Take the small group photos on the stage. Arrange subjects so that the sun is on their faces without blinding them. Take small group photos in the following order so that Clergy and LDs can move back to the conference room to get ready for the pilgrims.

First:	Clergy
Second:	ALDs
Third:	Media/Music/Board Rep
Last:	Table Groups

PRINTS: See the following page for quantity and distribution. The number of pilgrims might vary slightly from walk to walk so it is best to know your head count and just add one for the LD and one for the Historian and you can't go wrong.

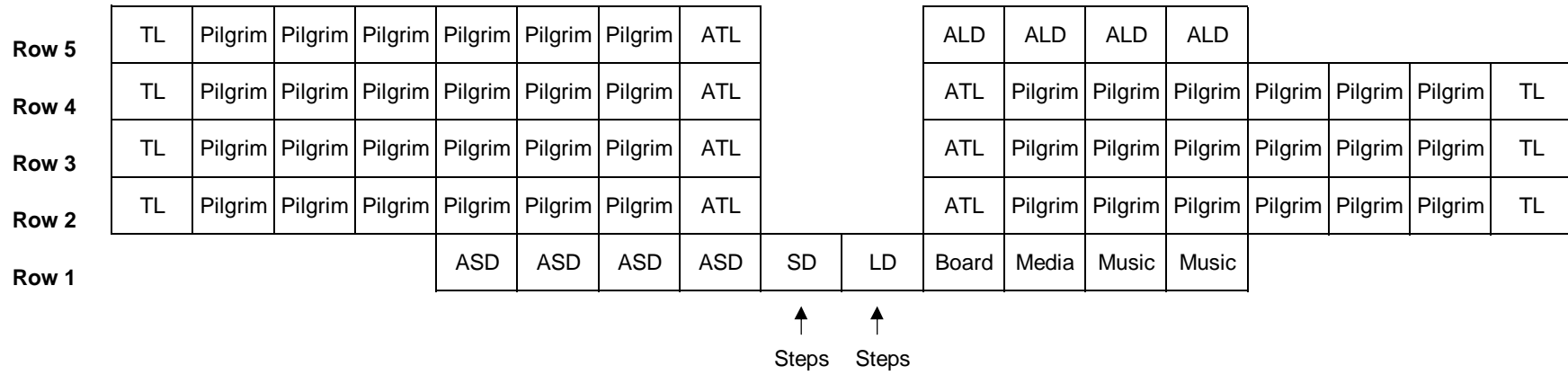
The best price and service you can get on photos in this quantity will be at Sam's Club. The Auburn location has been able to get all prints made in one hour and the quality is great. You can either use their kiosk in the store or upload photos online. The online option allows you to adjust and crop the photos on your own computer a little easier than the kiosk at the store but it requires that you have an account set up. If you don't have an account, set it up prior to taking the photos so you are familiar with the process. Typically, the total cost for all prints is about \$125.00.

DELIVERY: Return photos to the agape room no later than Friday morning.

Remember to fill out a chair person form so the community has a record of your service.

Group Photo Composition

Move to center
as needed to fit
camera frame



Shot	Total Quantity	Size	Composition Instructions	Distribution										
				Pilgrims	SD	Clergy	LD	ALDs	TLs	ATLs	Board	Music	Historian	Media
Big Group	72 min (head count + Historian)	8x10 or 8x12	Everyone on the walk in the chapel seating area	X	X	X	X	X	X	X	X	X	X	X
Table Groups	Head count + Historian	4x6	Each table group + LD on the chapel stage	X			X		X	X			X	
Clergy Group	Head count + Historian	4x6	Clergy group (incl. SD) + LD on the chapel stage			X	X						X	
ALD Group	Head count + Historian	4x6	ALDs + SD on the chapel stage				X	X					X	
Music, Media, Board	Head count + Historian	4x6	Musicians, Media and Board Rep + LD on the chapel stage				X				X	X	X	X