

WHAT DO I DO NOW?

TIPS FOR WHAT TO DO AFTER YOUR SHOOT

NO. 1 – TRANSFER YOUR DATA

When you return the **TOsketchfest Shoot-at-Home Production Kit** to us, we'll wipe everything off the iPhone 13 Pro Max, and the Zoom H2N audio recorder. That means you've got to store your picture and sound files before you pack down. Here are some tips for doing that:

PICTURE DATA – IPHONE 11 PRO MAX

FilmicPro has a great resource page that covers off most common setups: iOS-to-Mac, and iOS-to-PC. Check out the quick tutorials here:

<https://www.filmicpro.com/2019/05/30/how-to-import-filmic-pro-video-mac-windows/>

SOUND DATA – ZOOM H4N PRO

Transferring your data to your computer can be done in one of two ways:

SD Card – simply remove the SD card from the Zoom unit, and load it into your SD-reader. If you do not have one, use the Mini-USB cable supplied, and connect it to the Zoom unit, then the USB input to your computer. On the Zoom unit's right side:

1. Click the Menu button.
2. Use the scroll wheel to USB.
3. Click the scroll wheel to select USB.
4. Use the scroll wheel, and click to select Storage.

You should now be able to see the H4N Pro on your computer to transfer files from the device folders. See the full [H4n Pro User Manual](#) here for more details.

NO. 2 – BACK UP YOUR DATA

It's always a good idea to make copies of your footage and audio files. You never know when a nasty bit of corruption might pop up. Back up to the cloud if you're enabled that way, or buy some quality USB thumb drives for secure solid-state backups. (I once ran a USB thumb drive through a full wash/dry cycle and the data was intact! – NOT recommended, but good to know they're durable).

NO. 3 – HAVE SOMEONE CHECK YOUR WORK

Before moving on to the **Disinfection Protocol**, and shipping all the gear back - you might want to have a trusted eye one last look at what you've shot. This is where cloud-based storage might be really useful. Again, talk to your editor, or a trusted mentor in video production. Have them spot-check your footage

and audio to see if what you've got is usable/ideal for your project. It'll probably be a while before this Kit can make its way back to you for a whole re-shoot session. Make sure you've got quality in the can.

NO. 4 - CLOSING INVENTORY

Pull up the [Inventory List](#).

Lay out all the items on a table, bed, or any large flat surface. One by one, identify all of the equipment and peripherals: iPhone, Zoom recorder, Lume cube set, cases, chargers, transfer cables, battery packs, accessories, tripod etc.

Have the shipping case ready for loading.

NO. 5 - SANITATION PROTOCOL

Once you've confirmed everything is present, get yourself a clean dish towel, J-cloth, or face cloth. Included in the Kit is an aerosol spray can of disinfectant (80% alcohol). Wash your own hands thoroughly before beginning to clean and pack items, remembering to not touch your face throughout the process. If you have dish washing gloves, or latex gloves, use those while disinfecting.

WARNING: NEVER spray equipment directly w/ sanitizer spray. This can cause damage, for which you are liable.

Spray your cloth w/ sanitizer spray until moist. Try not to handle items with your bare hands. Instead, use the cloth as a barrier between you and the equipment while you wipe down surfaces, and place items into the carrying case.

Pack the iPhone last. The Kit is equipped with an 8ml bottle of screen-cleaner, and a microfibre screen cleaning cloth. Again, spray the cloth, not the device. Carefully clean the screen, and the camera lenses, then give the entire body a wipe-down before inserting it back into its product packaging. Replace the lid, then return to your disinfectant cloth to complete cleaning the box exterior itself before returning it to the carrying case. Don't forget to pack up the screen cleaner and microfibre too!

Spray your cloth once more, and clean the sanitizer spray lid and canister itself, returning it to its spot in the travel case.

Close up the case, and lock it. With your freshly sprayed cloth, wipe down the latches, and locks thoroughly, then the entire case before.

The TOSketchfest Shoot-at-Home Production Kit is now ready for travel.

Finally... Fill out, and digitally sign the Care and Control Declaration confirming that you have complied with all handling, and cleaning protocols.

