

Grip/Sound Operator Checklist – *Generations of Heroes*

- Checked with camera operator about – tapes and camera equipment
- Checked for all cables and microphones
- Checked for mixer board and double checked all microphones are plugged into proper locations
- Set microphone levels
- Put microphones on interviewee and interviewer
- Double check that microphones are working and the mixer board is turned on
- Set lighting for interviewee
- Place the stool or chair for interviewee
- Place flag back drop on set
- Break down and secure all audio equipment
- Turn off all set lighting
- Secure all other set props – flag and stool
- Fill out all post-interview documents
- Help collect and catalog all artifacts/photos from vets on proper forms
- Scanned all artifacts and photos and saved in accessible location

Name _____

Project Name _____

Date _____