

**PRODUCTION DAY 1 & 2 - 27TH & 28TH SEPTEMBER - PHOTO & VIDEO CHECKLIST**

SL NO	DATE	DAY	PARTICULARS	PLACE	CAMERA	WORK	COUNT	TOTAL COUNT
1	27-09-2024	FRIDAY	PRODUCTION DAY 1	Expo Hall	VIDEO CAMERA	Entire Production work	1	1
2	27-09-2024	FRIDAY	PRODUCTION DAY 1	Expo Hall	DRONE	Entire Production work	1	1
3	28-09-2024	SATURDAY	PRODUCTION DAY 2	Expo Hall & Seminar Hall	VIDEO CAMERA	Entire Production work	1	1
4	28-09-2024	SATURDAY	PRODUCTION DAY 2	Expo Hall & Seminar Hall	DRONE	Entire Production work	1	1

## EVENT DAY 1 - 29TH SEPTEMBER - PHOTO & VIDEO CHECKLIST - EXPO & SEMINAR HALL

SL NO	DATE	DAY	PARTICULARS	PLACE	CAMERA	WORK	COUNT	TOTAL COUNT
1	29-09-2024	SUNDAY	EVENT DAY 1	Expo Hall	STILL CAMERA	Entire Stall, Registration, Food, VIP	1	1
2	29-09-2024	SUNDAY	EVENT DAY 1	Expo Hall	VIDEO CAMERA	All Stalls / VIP Coordination	1	2
3	29-09-2024	SUNDAY	EVENT DAY 1	Expo Hall	VIDEO CAMERA	All Stalls Interview Video	1	
4	29-09-2024	SUNDAY	EVENT DAY 1	Seminar Hall	STILL CAMERA	Stage Capture - Standby	1	2
5	29-09-2024	SUNDAY	EVENT DAY 1	Seminar Hall	STILL CAMERA	VIP Receive, Main Hall Audience, VIP in event	1	
6	29-09-2024	SUNDAY	EVENT DAY 1	Seminar Hall	VIDEO CAMERA	Stage Capture - Standby	1	2
7	29-09-2024	SUNDAY	EVENT DAY 1	Seminar Hall	VIDEO CAMERA	VIP Receive, Main Hall Audience, VIP in event	1	
8	29-09-2024	SUNDAY	EVENT DAY 1	Expo Hall & Seminar Hall	DRONE	Entire Expo & Seminar Hall	1	1
9	29-09-2024	SUNDAY	EVENT DAY 1	Expo Hall & Seminar Hall	EMCEE	All Stalls & Event Interview Video	1	1

## EVENT DAY 2 - 30TH SEPTEMBER - PHOTO & VIDEO CHECKLIST - EXPO & SEMINAR HALL

SL NO	DATE	DAY	PARTICULARS	PLACE	CAMERA	WORK	COUNT	TOTAL COUNT
1	30-09-2024	MONDAY	EVENT DAY 2	Expo Hall	STILL CAMERA	Entire Stall, Registration, Food, VIP	1	1
2	30-09-2024	MONDAY	EVENT DAY 2	Expo Hall	VIDEO CAMERA	All Stalls / VIP Coordination	1	2
3	30-09-2024	MONDAY	EVENT DAY 2	Expo Hall	VIDEO CAMERA	All Stalls Interview Video	1	
4	30-09-2024	MONDAY	EVENT DAY 2	Seminar Hall	STILL CAMERA	Stage Capture - Standby	1	2
5	30-09-2024	MONDAY	EVENT DAY 2	Seminar Hall	STILL CAMERA	VIP Receive, Main Hall Audience, VIP in event	1	
6	30-09-2024	MONDAY	EVENT DAY 2	Seminar Hall	VIDEO CAMERA	Stage Capture - Standby	1	2
7	30-09-2024	MONDAY	EVENT DAY 2	Seminar Hall	VIDEO CAMERA	VIP Receive, Main Hall Audience, VIP in event	1	
8	30-09-2024	MONDAY	EVENT DAY 2	Expo Hall & Seminar Hall	DRONE	Entire Expo & Seminar Hall	1	1
9	30-09-2024	MONDAY	EVENT DAY 2	Expo Hall & Seminar Hall	EMCEE	All Stalls & Event Interview Video	1	1

## IMEC'S PHOTO & VIDEO CHECKLIST

SL NO	DATE	DAY	PARTICULARS	PLACE	CAMERA	WORK	COUNT
1	27-09-2024	FRIDAY	PRODUCTION DAY 1	Expo Hall	VIDEO CAMERA	Entire Expo Hall Operational Work	1
2	27-09-2024	FRIDAY	PRODUCTION DAY 1	Expo Hall	DRONE	Entire Expo Hall Operational Work	1
3	28-09-2024	SATURDAY	PRODUCTION DAY 2	Expo Hall & Seminar Hall	VIDEO CAMERA	Entire Expo Hall Operational Work	1
4	28-09-2024	SATURDAY	PRODUCTION DAY 2	Expo Hall & Seminar Hall	DRONE	Entire Expo Hall Operational Work	1
5	29-09-2024	SUNDAY	EVENT DAY 1	Expo Hall & Seminar Hall	STILL CAMERA	Expo Hall, Main Stage Coordination	3
6	29-09-2024	SUNDAY	EVENT DAY 1	Expo Hall & Seminar Hall	VIDEO CAMERA	Expo Hall, Main Stage Coordination	4
7	29-09-2024	SUNDAY	EVENT DAY 1	Expo Hall & Seminar Hall	Drone	Expo Hall, Main Stage Coordination	1
7	29-09-2024	SUNDAY	EVENT DAY 1	Expo Hall & Seminar Hall	EMCEE	Expo Hall, Main Stage Coordination	1
5	30-09-2024	MONDAY	EVENT DAY 2	Expo Hall & Seminar Hall	STILL CAMERA	Expo Hall, Main Stage Coordination	3
6	30-09-2024	MONDAY	EVENT DAY 2	Expo Hall & Seminar Hall	VIDEO CAMERA	Expo Hall, Main Stage Coordination	4
7	30-09-2024	MONDAY	EVENT DAY 2	Expo Hall & Seminar Hall	Drone	Expo Hall, Main Stage Coordination	1
7	30-09-2024	MONDAY	EVENT DAY 2	Expo Hall & Seminar Hall	EMCEE	Expo Hall, Main Stage Coordination	1