



EPCOT Low Angle and Bokeh

Trainer Agenda

Clock-in

- Check-in with your Deployment Coordinator and ask them for a printout of the Working Cast List for the day
 - Be sure to ask them when your scheduled breaks are for that day too!
- Check-in with your Equipment Coordinator to ensure your Photo Bumper will have a rig ready for them
- Check out an iPad or Laptop from the base that you can use throughout your day

Plan out your Day

- Cross reference the Working Cast List with the Low Angle & Bokeh Cast Signoffs Tracker and find out where Cast are in your Park that still need to be signed off on these products.
- Please assist a minimum of 15-20 Cast Members during your scheduled day

Meet with your Photo Bumper

- Give your Photo Bumper a rundown of how their day will go!

Head out to the Field

- When you arrive at your "trainee's" location, prepare your Photo Bumper to take over their spot.
- Direct the "trainee" to a safe backstage area where you can verbally review the Low Angle and Bokeh rigs with them and allow them to ask any questions they may have.
 - You can refer to Low Angle Tripod or Bokeh PowerPoints located in the "EPCOT" folder on Teams if the CM needs further assistance.

Complete the “training”

- Once you feel the “trainee” is comfortable with the new information, assist them in completing their TVS on TrainMe.
 - If you need assistance, follow the How-To guide located on Teams.
- Fill out the Low Angle & Bokeh Cast Signoffs Tracker

Fill out the Low Angle & Bokeh Cast Signoffs Tracker

- This is your Recap!
- Find the Cast Member’s name in the Tracker
- Add your first and last name in the Trainer column
- Mark an “x” in the TVS Completed column for both products only if the Cast Member successfully completed their update training on TrainMe.
- Add today’s date in the Date of Completion column
- Add any notes for Leadership or the Training Team in the respective column

*You will repeat this process with your Photo Bumper throughout the day and be sure to take your breaks at the scheduled times! (Please check with your Deployment Coord on when they should be taken)

Some important things to note:

- Both Trainer and Photo Bumper will need to be in DPI Greens for this shift.
 - If you reach a point where there is no more available Cast that you need to complete the sign off for the day, please contact your Deployment Coord for you and your Photo Bumper to be placed in normal operation for the remainder of your shift.
- The Training Team will **NOT** be booking rooms for these shifts. Please work efficiently to complete signoffs in a safe backstage location (Each signoff should take about 10-15 minutes max)
- Please keep this Tracker updated throughout your shift to make this operation run as efficiently as possible, and to set your fellow Trainers up for success on the following days.
- It is important to work courteously and safely throughout the day by partnering with your Deployment Coord.
- Be sure to pace yourself to take the proper breaks within your shift

