

# Tips and tricks when taking photographs

## Preparing

### 1. *The background*

Choose the largest, most neutral and lightest background possible for your photo - a white wall, for example.

### 2. *The light*

Choose one of the following light sources:

- Daylight
- Artificial light (lamps/lights)
- Flash

Make sure that you do not have a mix of different light sources.

If you choose daylight, switch off all lights and lamps; if you choose artificial light, do not position yourself near a window.

### 3. *The camera settings*

Select the appropriate colour temperature from your camera's menu. (Daylight/artificial light/flash)

## Taking the photo

### 1. *The light*

To avoid heavy shadows, the light should not fall directly on you. Photograph yourself in the shade or direct the light source towards the ceiling or another bright area.

### 2. *The photo*

First, take a general photo and then take a close-up shot. Do not use a digital zoom.

## Further tips

When taking close-ups, it may be a good idea to photograph a measuring device alongside to give an indication of size.

