Annex A Printable step-by-step setup checklists

One checklist per technology. Tick each step. The numbers match the steps in chapters 3 to 5.

A.3 Video analysis

#	Once, before the first recording	Done
1	Camera position chosen, high and wide at the halfway line, and marked	☐
2	One-line definition written for every tag	☐
3	Two-coder agreement test done; definitions fixed	☐
4	File naming pattern set	☐
5	Who may see footage, and where it is stored, decided	☐
#	**Every recording**	**Done**
6	Camera charged; storage cleared	☐
7	Set up at the marked position; four corners in frame	☐
8	Whole session or match recorded without stopping	☐
9	File uploaded or copied and named the same day	☐
#	**After every recording**	**Done**
10	Footage tagged with the defined tag list only	☐
11	2–3 short, mostly positive clips exported per player	☐
12	Clips reviewed with the player within a few days	☐

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