

How to make a proof sheet and print

How to make a proof sheet (contact sheet)

1. Be sure your name and topic of the photo shoot are written in sharpie or ball point pen at the top of the negatives
2. Make sure all negatives are shiny side facing up, and right side up in the negative saver

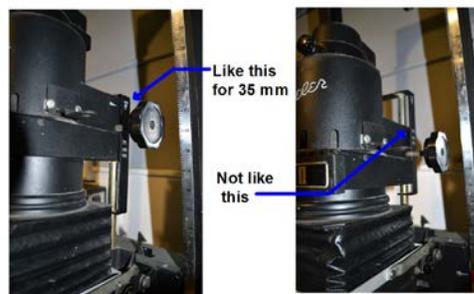


3. Check out from lab shack a proof sheet easel and test strip board and bring your photo paper with you into the darkroom

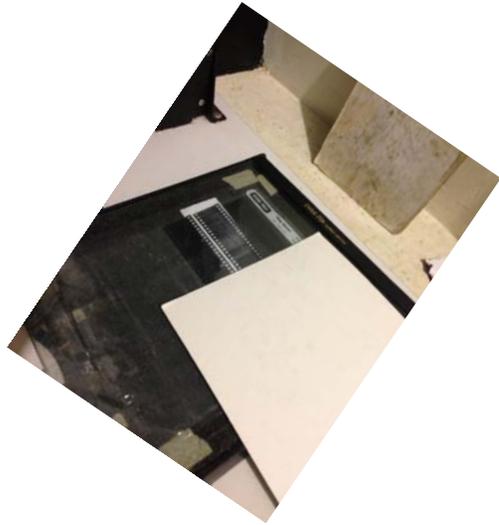


4. Make sure you have a test strip of your photo paper cut (but do not get it out yet)
5. Make sure the upper right knob has been adjusted all the way to the top

Always ensure that the enlarger is properly adjusted to the size of your negative

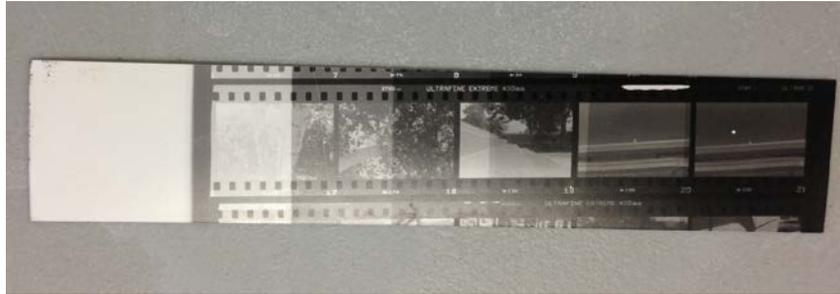


6. Set your negatives down under your enlarger making sure that the shiny side of the negatives are facing up and that you can read the text on the negative saver and your name correctly (written on the top of the negative saver)
7. Turn the light on to focus mode (switch or button located on your timer) and then place the piece of plastic (proof sheet easel) on top of the negatives
8. Using the gross and fine focus knobs, make sure there is plenty of light surrounding your negatives
9. Adjust your aperture to the dimmest light setting (smallest f/stop) and then adjust to two clicks brighter*
10. Set your timer to two seconds*
11. Turn off the light
12. Lay your test strip under a row of your exposures
13. Place the test strip board on the negatives, allowing a little more than an inch of the test strip to be exposed
14. Press the button on the timer for the two second exposure
15. Move the test strip board down another inch or so and press the button
16. Keep doing this for a total of four to five times and on the final exposure completely lift off the test strip board



17. Take your test strip over to the developer and submerge it using the tongs
18. Keep test strip submerged and be sure to keep it moving in the developer for about one minute
19. Using the tongs, lift out the test strip and gently shake off the chemistry before moving it to the stop bath
20. Put tongs back into the rinsing container in front of the developer
21. Leave in stop bath for about 15-30 seconds
22. Using the tongs for the stop bath, lift the strip out of the stop bath and gently shake it then move it to the fixer
23. Let it sit in the fixer for at least a minute, then using the tongs gently shake the strip, move the strip to the water

24. Let sit in the water for at least a minute then take the test strip outside and inspect it to determine the best exposure
25. You are looking for the time that gives you both the whitest white and blackest black
26. If your test strip is very dark overall, you need to create another test strip, this time setting your aperture to one click dimmer and repeat the above steps
27. If your test strip comes out too light overall, you will need to set your aperture one click brighter and repeat the above steps
28. Once you determine the best time, set your timer for your chosen time



29. IF YOU NO LONGER NEED YOUR TEST STRIP, THROW IT AWAY OR PUT IT IN THE NEGATIVE DRYER AND RETREIVE IT WHEN IT IS DRY
30. Make sure light is off on your enlarger and get out one 8x10 sheet of photo paper and place it shiny side up, under your negatives and place plastic over the both the negatives and photo paper
31. Press the button once on your timer for the chosen exposure time
32. Take the photo paper over to the chemistry and take it through as explained above
- 33. This time be sure to *LEAVE THE PROOF SHEET IN THE FIXER FOR 5 MINUTES AND IN THE WATER RINSE FOR 5-10 MINUTES* (this is a final product so do not rush these steps)**
34. Put proof sheet in print dryer



*time and aperture brightness may vary depending on the enlarger and the state or your negative

How to make a print

1. Check out from lab shack a negative carrier, proof sheet easel (8x10 piece of plastic), test strip board and print easel



2. Select your negative. Do this outside the darkroom and use the light table and loupe (for magnification to ensure you have chosen a negative that is in focus and has good exposure).
3. Remove the entire strip of film with your chosen exposure on it
4. Hold the negative carrier so that the circle faces away from you and the handles are facing down as you look at it
5. Open the negative carrier and place the negative in with the shiny side of the film facing up and the image upside down** (see below)



Image is upside down

Shiny side facing up

6. Place negative carrier in the enlarger making sure the circular shape of the negative carrier is facing down. Be sure it seats down into the opening

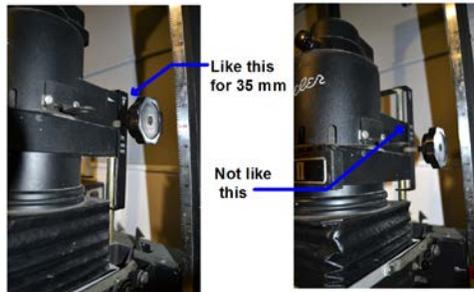


Circle faces down

circle drops into opening in enlarger

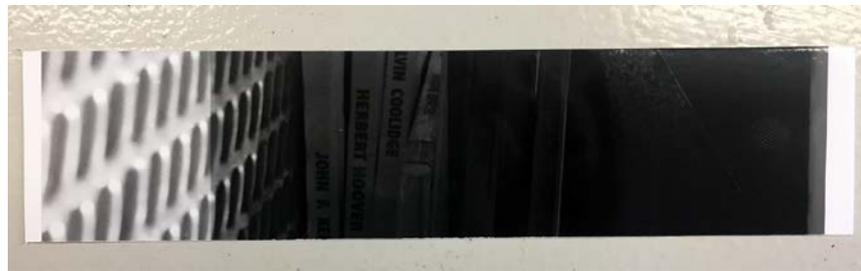
7. Make sure you have a test strip of your photo paper cut (but do not get it out yet)
8. Make sure the upper right knob has been adjusted all the way to the top

Always ensure that the enlarger is properly adjusted to the size of your negative



9. Turn your enlarger light on to focus mode and adjust your aperture to full brightness
10. Set the metal print easel down under the light
11. Focus your image using the gross and fine focus knobs, projecting the image on the print easel, setting up your composition as you choose
12. Adjust your timer to two seconds
13. Once in focus, turn your aperture to the dimmest setting and then adjust two clicks brighter*
14. Turn off the light
15. Take out one test strip and lay it out on the print easel, lifting up the frame up and closing the frame back down so that the test strip lays flat on the metal. Close the frame
16. Place the plastic 8x10 over the print easel
17. Place test strip board over the plastic and test strip allowing about one inch of test strip to show
18. Push the exposure button on your timer once. Then repeat, moving the test strip board about an inch down the test strip. Repeat this until the entire test strip is exposed. Do this about 4 to 5 times
19. Take your test strip over to the developer and submerge it using the tongs

20. Keep test strip submerged and be sure to keep it moving in the developer for about one minute
21. Using the tongs, lift out the test strip and gently shake off the chemistry before moving it to the stop bath
22. Put tongs back into the rinsing container in front of the developer
23. Leave in stop bath for about 15-30 seconds
24. Using the tongs for the stop bath, lift the strip out of the stop bath and gently shake it then move it to the fixer
25. Let it sit in the fixer for at least a minute, then using the tongs gently shake the strip, move the strip to the water
26. Let sit in the water for at least a minute then take the test strip outside and inspect it to determine the best exposure
27. You are looking for the time that gives you both the whitest white and blackest black
28. If your test strip is very dark overall, you need to create another test strip, this time setting your aperture to one click dimmer and repeat the above steps
29. If your test strip comes out too light overall, you will need to set your aperture one click brighter and repeat the above steps



30. Once you determine the best time, set your timer for your chosen time
31. IF YOU NO LONGER NEED YOUR TEST STRIP, THROW IT AWAY OR PUT IT IN THE NEGATIVE DRYER AND RETREIVE IT WHEN IT IS DRY
32. Open up the frame on the print easel
33. Make sure light is off on your enlarger and get out one 8x10 sheet of photo paper and place it shiny side up and be sure the edge of the photo paper goes up against the straight edge on the print easel (located at top, and on some models, on the left as well)
34. Place the frame back down and **DO NOT PLACE THE PLASTIC ON TOP**
35. Press the button once on your timer for the chosen exposure time
36. Take the photo paper over to the chemistry and take it through as explained above
37. This time be sure to **LEAVE THE PRINT IN THE FIXER FOR 5 MINUTES AND IN THE WATER RINSE FOR 5-10 MINUTES** (this is a final product so do not rush these steps)

38. Put print in print dryer



*Time and aperture brightness may vary depending on the enlarger and the state or your negative

**You may print with the dull side of the film facing up, but be sure there is not text in the image, otherwise it will print backward. If you have an image you shot in portrait mode, then the upside down part does not apply when setting the negative in the carrier

Quick reference:

Time in each chemical:

Developer: about one minute

Stop bath: 15-30 seconds

Fixer: for test strips you are not planning to keep: 1 minute

For any final image: 5 minutes

Water: for test strips you don't plan to keep: 1 minute

For any final image: 5 minutes

Settings for test strips:

Timer: usually 2 seconds

Aperture: usually set to dimmest setting then adjust two clicks brighter

Cleanliness:

Keep your hands free of chemistry

If you do get chemistry on your hands, put your hands in the fixer, then in the water, then dry off your hands with the towel by your enlarger