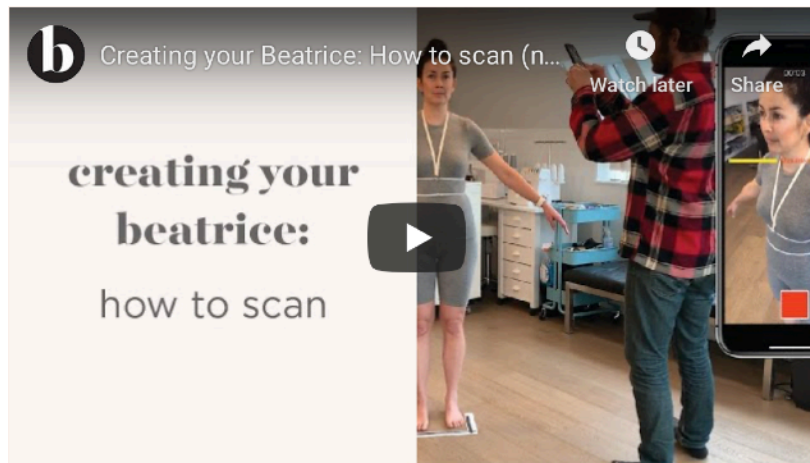# beatrice forms

BODY SCAN CHECKLIST
(FOR BEATRICE CLASSIC WITH NO ARMS)

Watch our "How to Scan" video

☐ Check out our short video on to see Nate and Alison perform a scan (double click on the image below to watch OR visit our scan-prep webpage https://beatriceforms.com/scan-prep)

NOTE: **We no longer use the scale marker** so you can ignore that in the video.

Download our app

☐ Go to the Apple App store on your iPhone.

☐ Search for "Beatrice Forms" and install the app.

☐ Have your credentials ready (email and client ID).

You can find these on the postcard included in your scan kit.
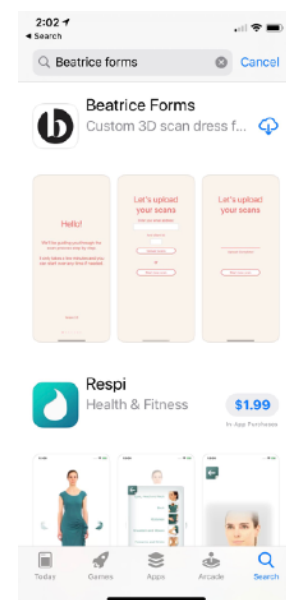
Get the model dressed

☐ **Put on the appropriate undergarments/shapewear.** Shapewear CANNOT be applied successfully on the form later so please have your model wear it during the scan.

☐ **Put on the scan clothing.** Shirt and shorts.

☐ **Pull hair up.** Pin hair away from the neck.

☐ **Perform a fit check.** Make sure garments **lay flush against the skin** (pin as necessary). Be sure to check the small of the back and under the arms (wrinkles are ok but fabric pulling away from the body is not ok). Also make sure **the bust is not compressed** or lowered by the shirt (pull shirt up to relieve any tension). We don't have x-ray vision - the surface of the clothing will be the shape of the form.

☐ **Tie elastic at the natural waist**. Not too tight. Clip the ends off at the knot.

☐ **(Optional) For underbust definition, tie elastic under the bust.** Clip the ends off at the knot.

☐ **(Optional) If you desire definition between the breasts, apply twill tape**:

1. Pin the center of the tape to the bra band between the breasts.
2. Tie the ends together behind the neck.
3. Clip the ends off at the knot.

Properly dressed model (shapes with no bust will wear waist elastic only)

Prepare your 7'x7' scan space

☐ Turn on all the **lights** in the room.

☐ Cover or remove any **mirrors**.

☐ Turn off the **TV**.

☐ Turn off any **ceiling fans**.

☐ Remove anything that might move in the background (**no pets, no people**, etc.)

Tips for the camera person

☐ Make sure the iPhone is **connected to wifi** (you will be uploading very large video files).

☐ **Clean the lens** of the camera phone before you scan.

☐ **Walk slowly** when performing the body scan.

Tips for the model

☐ Stand **facing the brightest light source** in the room.

☐ Position the model's **legs about shoulder width apart** and **arms at 45 degrees**.

☐ To help **stay still,** the model should:
- **Stare at a point on the wall** for the entire scan.
- **Breathe shallowly.**
- **Not speak during the scan.** The camera person can talk but the model must stay quiet.
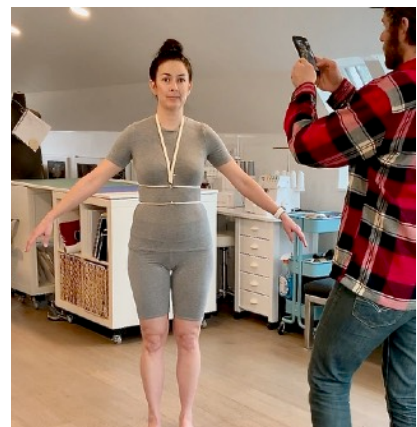
Body scan steps

(This is just a high level summary - watch the video mentioned above for the details.)

You're going to **record 6 videos to complete a body scan using the Beatrice app**. They will be filmed with the camera at about an arm's length away from the model.
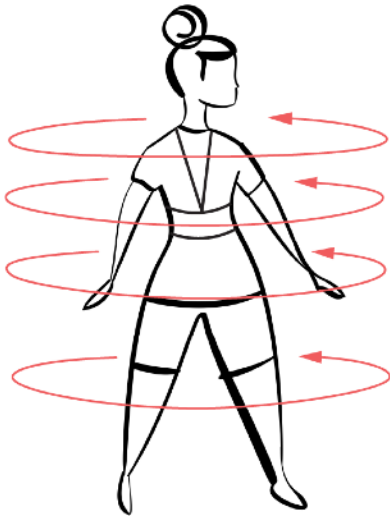
The **first 4 videos** will capture 360 degrees around the model, aiming lower on the body each time.

(**PRO TIP**: Watch the video to see how the camera is angled lower during each pass so the camera person doesn't have to crouch down.)

The **last 2 videos** are filmed under the arms. Notice how Nate is keeping the camera pointed towards the armpits as he makes an arc under the arms, keeping an arm's length distance from the model.
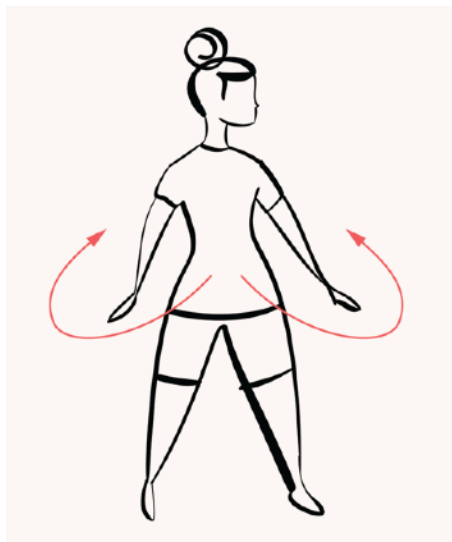
MOST IMPORTANT: The model needs to stay in the same exact position from the 1st video to the 6th/last video of the scan.

They need to be still as a statue. If they move, hit the "start over" button in the app and perform a new scan.

Once you're done recording the 6 videos, you'll need to take 1 measurement:

☐ **Girth directly over waist elastic** - enter this into the app when prompted.

Please repeat these steps one more time for your second scan and upload when prompted.

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That's it!

If you have any other questions, please feel free contact to us at alison@beatriceforms.com

Have fun, you're going to do great!