After gluing the distance scale to poster-board, glue the tab at the bottom right of the base to the back of this end of the scale.

**How to make it**

*Recommended tools: a sharp craft knife and a metal ruler.*

*Materials: poster board or card approximately 1mm thick. You'll need three pieces - sizes at least 190x175mm, 91x175mm and 260x25mm.*

Glue the distance scale from this page onto a piece of poster board and trim to size. Cut out the notches at the zero point of the scale. If you've used board that's more or less than 1mm thick you may need to adjust the size of the notches. It's better to make them a bit too small at this stage and then trim to size during assembly.

Take the main part of the focus chart from the following page and fold it along the dotted line. Then mount it onto two pieces of poster board - one above the dotted line and one below. This will allow the fold in the paper to act as a hinge.

Make sure the tab at the bottom right is not glued to the poster board at this stage.

Slot the distance scale over the two tabs at the side of the focus chart. Now you can fold up the tab at the bottom right and glue it to the back of the distance scale. If you like you can use a set square to keep the two parts of the chart perfectly square to each other while you glue the parts together. The zero on the scale should be flush with the surface of the focus chart.

**How to use it**

Stand the focus chart on a level surface. Put your camera on a tripod and adjust it so it's level and pointing at the centre of the focus chart. The distance between the camera and the chart should ideally be around 50 times the focal length of the lens - for example, with a 50mm lens you want to be 2.5 metres away from the chart.

Select the widest available aperture and take a photograph of the chart. Look at the photo to see what point on the distance scale looks sharpest. This will tell you how far the lens focused in front of or behind the target (in millimetres). If your camera supports focus micro-adjust, you can use this chart to find the ideal setting.

For the most reliable results, take several pictures, manually re-focusing to infinity between each one.
glue the back of this tab to the back of the bottom end of the distance scale.