

Rehearsal and Performance Calendar

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
10/11 - 10/30 (3 weeks) - Regular rehearsals						
1-2:50pm Donald B. (DRK) 3-4:50pm Jakki K. (DRK) 6:30-10pm Designer Run & Comp Business	3-4:50pm Anna S. (Nev. B) 6:30-8pm Donald B. (DRK) Jacob H. (Nev. A)	1-2:50pm Donald B. (DRK) 3-4:50pm Jakki K. (DRK)	3-4:50pm Anna S. (Nev. B) 6:30-8pm Donald B. (DRK) Jacob H. (Nev. A)	1-2:50pm Donald B. (DRK) Jacob H. (Nev. A.) 3-4:50pm Anna S. (DRK)	DAY OFF	DAY OFF
Regular rehearsals		Onstage rehearsals		Tech/Dress rehearsals		
11/1	11/2	11/3	11/4	11/5	11/6	11/7
1-2:50pm Donald B. (DRK) 3-4:50pm Jakki K. (DRK)	3-4:50pm Anna S. (Nev. B) 6:30-8pm Donald B. (DRK) Jacob H. (Nev. A)	6-10pm Onstage Rehearsal	6-10pm Onstage Rehearsal	5:30pm Cast into Costumes 6-10pm Tech/Dress 1	9:30am Cast into Costumes 10am-2pm Tech/Dress 2 3-7pm Tech/Dress 3	DAY OFF
Tech/Dress rehearsals		Performances				
11/8	11/9	11/10	11/11	11/12	11/13	
6:15pm Cast into Costumes 7-10:30pm Dress #1 (Archive and stream rehearsal)	6:15pm Cast into Costumes 7-10:30pm Dress #2 (Archive and stream rehearsal)	6:30pm Cast into Costumes 7:30-10pm Invited Dress and streamed performance	6:30pm Cast into Costumes 7:30-10pm Performance #1 (Opening)	6:30pm Cast into Costumes 7:30-10pm Performance #2	6:30pm Cast into Costumes 7:30-10pm Performance #3 (Closing)	

Note: Nev. A/B are Nevada Street Dance Studios A, B.

All call times subject to change.

July 13th – 17th

Tuesday, 7/13

Time:	Event:	Location:	Called:
1pm	Warm Up	Harvey Theatre	Full Cast
1:30pm	Scene Work w/ Shelby: Trinculo/Caliban/Stephano scenes	Outdoors	Wolf B., Jackson B., Eliza F.
	Scene Work w/ JW: Royals scenes	Harvey Theatre	Full Cast except Wolf B., Jackson B., Eliza F.
2:30pm	Scene Work w/ JW: Sycorax/Prospera Fight	Harvey Theatre	Full Cast except Wolf B., Jackson B., Eliza F.
3:30pm	Scene Work w/ JW & Shelby: Ferdinand Arrives	Harvey Theatre	Full Cast
4:50pm	End of Day		

Wednesday, 7/14

Time:	Event:	Location:	Called:
10am	Production Meeting	Harvey Conference Room	Production & Design Team
	<i>Break</i>		
1pm	Warm Up	Shed Main	Full Cast
1:30pm	Scene Work: Ferdinand/Miranda/Prospera (pg. 91-97)	Shed Main	
2:30pm	Scene Work: <ul style="list-style-type: none"> • Royals #2 FEAST (pg. 109-117) • The Wedding Party (pg. 121-133) 	Shed Main	
3:30pm	Scene Work: <ul style="list-style-type: none"> • Landing the Quarry (Royals #3) (pg. 145-161) • All the Others Arrive (inc. sailors & T/C/S) (pg. 161-169) • Epilogue (pg.169-171) 	Shed Main	
4:50pm	End of Day		

July 13th – 17th
Thursday, 7/15

Time:	Event:	Location:	Called:
1pm	Warm Up	Shed Main	Full Cast
1:30pm	Work Through Act 2	Shed Main	
3:30pm	Run Through Act 2	Shed Main	
4:50pm	End of Afternoon Rehearsal		
<i>Break</i>			
8pm	Acting Showcase	Harvey Theatre	Full Cast
9pm	Acting Showcase	Bonisteel Amphitheatre	
10pm	End of Day		

Friday, 7/16

Time:	Event:	Location:	Called:
1pm	Warm Up	Shed Main	Full Cast
1:30pm	Run Through Act 1	Shed Main	
2:30pm	Notes	Shed Main	
3pm	Work Through Act 1 Adjustments based on the Run	Shed Main	
4:15pm	TBA	Shed Main	
4:50pm	End of Day		

Saturday, 7/17

Time:	Event:	Location:	Called:
1pm	Warm Up	Shed Main	Full Cast
1:30pm	Run Through Full Show	Shed Main	
4:50pm	End of Day		

NOTE: Evening rehearsals may be added as needed.

Production Meeting Notes

Attendees

Jan E., Jacob H., Anna S., Jakki K., Vincent L., Kelsea A., Katie G., Elliot H., Tom Z., Julia C., Meghan K., Al V., Terri C., Devin R., Andrea B., Nicole R., Dakota E., John B., Laura C., El E., Yingman T.

General

1. The run order of the concert will be: ①Anna's piece ②Jacob's piece ③Jakki's piece; intermission; ④Donald and Vincent's piece. Jan will give a welcome speech at the top of the concert.
2. For Designer Run, the run time of each piece are:
Jacob's piece: 17:48
Anna's piece: 12:29
Jakki's piece: 13:43
Donald & Vincent's piece: 25:10
3. The Designer Run videos have been uploaded to the [Box](#).
4. Laura handed out the Copyright and Choreographer Permission/Non-Permission Forms.

Schedule

1. Tom will start working on the Tech & Dress Schedule.
 - a. The rough plan as of right now is doing Donald and Vincent's piece on Friday (11/5), and the other 3 pieces on Saturday (11/6).
 - b. Choreographers will contact Tom ASAP if they have any conflict with the tech schedule.

Scenery

Donald & Vincent's piece

1. Devin and stage management will measure the floor tapings in DRK and make it into a ground plan to let Donald and Vincent confirm if it will work for the CPH stage.
2. Vincent would like the tapes of one box to be thicker than the other. There should be another taped box for Denise, the cellist, at US Center of both boxes.
 - a. We'll experiment with white gaff tape, spike tape, and half-inch gaff tape.
 - b. These tapes need to be taped down during intermission and be cleared at the end of each night.

Production Meeting Notes

Jacob's piece

3. There will be some fluorescent tubes ("chandelier") rigged on one of the linesets. There will be another lineset flying in at the end of Jacob's piece and dancers will hang costumes on it with a carabiner, then it will fly out.
 - a. Devin will come up with a plan for building the chandelier, including the timeframe, the budget, as well as a drawing for the carabiner connection, by next Monday (10/18).
 - b. Devin and Elliot will collaborate to build the "chandelier" together. Props can also be a good resource for building it.
 - c. Devin proposed taking down the costumes during intermission.
4. Devin will hang a string drop and test it with fan and crew walking behind it, etc. Jacob doesn't need the string drop if the swinging effect cannot be achieved.
5. We will have a black scrim right in front of the cyc for Jacob's piece.

Props

1. See Scenery Note #3b.

Costumes

1. Costumes will provide masks for all dancers and each piece will have different colors of masks.

Donald & Vincent's piece

2. CUT the linen shirts for the female dancers.

Jacob's piece

3. Jacob would like to add loops in the back of the costume pieces to be hung to rigging.

Lighting

1. Elliot will try to find a Spot Op crew by himself.
2. See Scenery Note #3, 4, 5.

Sound

1. For live-stream, there will be one feed from the microphones onstage, the other from the recorded music; they will both go to board, then to the live-stream device.

Production Meeting Notes

Media

1. See Scenery Note # 4, 5.
2. We will only have projection for Anna's and Jakki's pieces.

Filming & Live-Stream

1. We will live-stream the Invited Dress on Wednesday, 11/10 and archive the performance on Saturday, 11/13.
2. There will be Media and Camera Students (MACS) working as camera directors.
 - a. Each of them will be in charge of one piece. They will come up with a shot list and practice during Dress Rehearsals.
 - b. Andrew Giza will give trainings to them.
 - c. We currently have 4 camera and camera directing crew. Tom will check with Maria to confirm the crew list.
3. We will use KCPA filming & live-stream equipment.
 - a. Laura Chiaramonte can help with managing the cameras during techs and performances.
 - b. Tom will check with Alec on who's in charge of setting up and striking the cameras.

Covid

1. All choreographers are pro-mask, so the dancers will keep masked all the time, including when performing onstage.

Rehearsal Summary

Date:	11/5/21	Rehearsal Number:	Tech/Dress #1
Late/Absent:	None	In Rehearsal:	N/A

Notes

General

1. Today we teched through Donald's piece and ended about half an hour earlier than scheduled.

Scenery

1. The Marley has a hole DSR and there are lots of bubbles on either side by the wings.
2. Stage left in the 2nd wing, the mat needs to extend over the gap, to eliminate tripping hazard.
3. We don't have enough those little led lights for center and quarter marks. Can you help us order some more?

Props

1. No notes for today, thank you!

Costumes & Hair and Makeup

1. Sojung Esther Lim's mask is too loose.
2. We need a sleeve-less top for Jason to fit closer to his body.

Lighting

1. Donald would like to see the lighting level of cellist and stage lighting on Monday, 11/8 before we start the run.

Sound

1. Channel A has crackling sound throughout today's tech.

Filming and Live Stream

1. The SL camera cables still need to be dressed.

Building Operation

1. No notes for today, thank you!

Character/Scene Breakdown

Scene	Prologue	Theme	1.1	V.1	1.2			V.2	1.3			Scene
Number	/	1	1-4	4-5	5-8	9-11	12-13	13-14	14-16	17-19	20	Number
Page	1	5	6	10	11	14	19	22	24	27	31	Page
Governess			X			X	X		X	X	X	Governess
Miles					X	(X)	X		?	X	?	Miles
Flora					X	(X)	X		?	X	?	Flora
Mrs. Grose					X	X	X		X	X	X	Mrs. Grose
Prologue/Quint	P											Prologue/Quint
Ms. Jessel												Ms. Jessel

Scene	V.3	1.4			V.4	1.5				V.5	1.6		Scene
Number	20-22	22-25	26	27-29	29-30	30-32	33-34	35	36-46	46-48	48-49	50-53	Number
Page	32	34	37	38	41	42	44	45	47	60	63	66	Page
Governess		X	X	X			X	X	X		(X)	X	Governess
Miles						X	X				X	X	Miles
Flora						X	X				X	X	Flora
Mrs. Grose									X				Mrs. Grose
Prologue/Quint			[X]					[X]					Prologue/Quint
Ms. Jessel													Ms. Jessel

Scene	V.6	1.7				V.7	1.8						Scene
Number	53-55	55-62	63-65	66	67-70	70-71	71-78	79	80-82	83-86	87	88-89	Number
Page	69	71	76	77	78	80	82	88	89	93	98	101	Page
Governess		X	(X)	X	X		(X)	(X)	(X)	(X)	X	X	Governess
Miles				OS			X	X	X	(X)	X	X	Miles
Flora		X	X	(X)					X	(X)	X	(X)	Flora
Mrs. Grose											X	X	Mrs. Grose
Prologue/Quint							X	X	X	X	X		Prologue/Quint
Ms. Jessel			[X]					OS	X	X	X		Ms. Jessel

Legend: X - Onstage Singing (X) - Onstage NOT Singing OS - Offstage Singing [X]- Only see prjection

Character/Scene Breakdown

Scene	V.8	2.1		V.9	2.2			V.10	2.3		V.11		Scene
Number	1-8	8-21	22-25	25-26	26-29	30-50	51-56	56-57	57-63	64-68	68-69		Number
Page	105	106	114	117	118	120	130	133	134	139	143		Page
Governess			X			X	X		X	X			Governess
Miles					X	X							Miles
Flora					X	X							Flora
Mrs. Grose						X							Mrs. Grose
Prologue/Quint		X	(X)										Prologue/Quint
Ms. Jessel		X	(X)						X				Ms. Jessel

Scene	2.4		V.12	2.5	V.13	2.6			V.14	2.7			Scene
Number	69-74	75-77	77-82	82-83	83-85	85-89	90-96	97-98	98-99	99-103	104-109	110-114	Number
Page	144	149	153	156	157	159	163	168	170	171			Page
Governess	X	X	?			X	X	X		X	X	X	Governess
Miles	X	X	?	(X)		(X)	(X)	(X)					Miles
Flora						(X)	X			(X)	X		Flora
Mrs. Grose						X	X	X	X	X	X		Mrs. Grose
Prologue/Quint		X	X	X									Prologue/Quint
Ms. Jessel											X		Ms. Jessel

Scene	V.15	2.8												Scene
Number	114-116	116-121	122-124	125-135	136-139									Number
Page	181	182	185	187	196									Page
Governess		X	X	X	X									Governess
Miles			X	X	(X)									Miles
Flora		(X)												Flora
Mrs. Grose		X												Mrs. Grose
Prologue/Quint				X										Prologue/Quint
Ms. Jessel														Ms. Jessel

Legend: X - Onstage Singing (X) - Onstage NOT Singing OS - Offstage Singing [X]- Only see prjection

SM Prep List

Due	Who	What	Notes
Prep for 3/1 - 3/7 Music Rehearsal			
2/22	Tom	Request Performer Packet Materials	
2/23	Tom	Create Email Distribution List	
2/24	Tom	Create/Update Paperwork:	
			Rehearsal Guidelines
			Rehearsal Calendar
			Character/Scene Breakdown
			Contact Sheet
		Cast List	A/B Cast update
2/24	All	Make Logbook	
2/26	Tom	Meet with Director	
2/26	Tom	Send Company Business Package Email	PDF/ Online
2/26	Duncan & Tom	Meet w/ Props	
2/26	Julia & Tom	Meet w/ Costumes	
2/28	Tom	Create Stage Schedule	
2/28	ALL	Get Festival SM Key	
2/28	ALL	Assemble Production Book	
2/28	Duncan & Julia	Make Rehearsal In Progress Sign	
		Create Paperwork Templates:	
2/24	Tom		Meeting Notes
2/28	Tom		Rehearsal Reports
2/28	Julia		Fitting Request Sheet
2/28	ALL	Assemble Performer Packets	
			Sharpened Pencil
			Hand Sanitizer
			Cough Drop
			Band-aids
			Quart Bag
			Highlighter
		Kleenex	
2/28	ALL	Build GlideApp	Need to discuss
Prep for 3/8 - 3/21 Staging Rehearsal			
3/1	Tom	Request Rehearsal Sticks (10ft)	
3/1	Tom	Request Sanitizing Materials	
			Sprays
			Wipes?
3/5	Tom	Send Design Presentation Reminder Email	
3/5	Tom	Obtain Ground Plan & Mini	
3/4	Duncan & Julia	Purchase Tapes	

SM Prep List

Due	Who	What	Notes	
		Create Paperwork Template:		
3/3	Duncan & Julia	Scene-by-Scene Preset List	Need to discuss	
3/3	Duncan & Julia		Who/What/Where	Need to discuss
3/3	Julia		Costume Tracking Plot	Need to discuss
3/3	Julia		Rehearsal Costumes List	
3/3	Duncan		Props List	Track 2 casts
3/3	Duncan		Props ADD/CUT/CHANGE Sheet	
3/3	Tom		Slip Sheet	
3/6	ALL	Tape the Floor & Plan Opera Rehearsal Room		
3/8	Duncan	Obtain Rehearsal Props		
3/8	Julia	Obtain Rehearsal Costumes		
3/8	ALL	Assemble Show Bins		
		Bin Labels		
		Extension Cords		
		First-Aid Kits		
		Tapes		
Prep for 3/22 - 4/10 Onstage Rehearsal				
3/15	Tom	Send Request for Clearing Backstage Area		
3/17	Duncan & Julia	Create Backstage Plan	w/TD, Sound, etc.	
3/18	ALL	Create the Spike Plot		
3/20	ALL	Sweep and Mop Stage & Backstage		
3/20	Duncan & Julia	Label House Seats		
3/20	ALL	Backstage Safety Taping		
3/20	ALL	Setup and Label Backstage Chairs		
3/20	ALL	Tape the Stage Spikes		
Prep for 4/11 - 4/25 Tech Rehearsal & Recording				
4/5	Tom	Request Mask Collecting Sealing Bags		
4/7	Tom	Send Comm Request Form		
TBD	Tom	Create Crew Guidelines		
TBD	Tom	Send Crew Orientation Email		
TBD	Duncan & Julia	Crew Orientation (Zoom)		
4/7	ALL	Create Pre/Post Show Checklist		
4/7	Tom	Check in w/ Designers and Acquire Cue Lists		
		Lighting		
		Media		
		Shot List	TBD	
4/7	Duncan & Julia	Create Sign-In Google Form	Or sth. else?	
4/7	Tom	Create Building Capacity Plan Template		

Costume Tracking Sheet

Time	Sc	P/S/M	Exit	Actor	Action	Location	Enter	Length	
Act I									
00:00:04		3/1/2		Anna Lowery - Dragonfly					
00:00:24		3/4/1		Nic Koch - Mosquito					
00:00:50		4/3/1		Stasia Kasimos - Frog					
00:01:12		5/2/1		Kate Stenzel - Bluejay					
00:01:33		5/5/1		Nicole Rodriguez Oliva - Woodpecker					
00:01:50		6/3/1		Caitlin Henessy - Young Sharp-Ears					
00:02:10		6/4/3		Anna Bennoit - Grasshopper					
00:02:16	1	6/5/2		Caroline McKinzie - Cricket					
00:02:33		7/1/1		Thereza Lituma - Owl					
00:03:22		7/3/3		Scott Cuva/Chris Stanfill - Forester					
00:07:44		17/3/2	L1	Stasia Kasimos	Frog→ Chick		DR	R1	00:13:38
00:09:37	20/2/2	L4	Caroline Mckinzie	Cricket→ Chick		DR	R1	00:11:31	
		L4	Anna Bennoit	Grasshopper→ Chick		DR	R1	00:11:31	
00:10:03	20/5/1	L2	Anna Lowery	Dragonfly→ Chick		DR	R1	00:11:05	
00:10:32		21/3/2		Lisa Buhelos/Lauren Falk - Sharp-Ears					
00:11:32		22/2/3	L4	Caitlin Henessy	Young Sharp-Ears→ Fox Cub	DR	R1	01:15:50	
00:11:45	22/4/2			Gabrielle LaBare - Dog					
				Carissa Yau - Pepik					
				Logan Piker - Frantik					
00:12:47		24/6/2		Liz Frodge - Forester's Wife					
00:17:50		34/6/1		Lisa Buhelos/Lauren Falk - Dream Sharp-Ears					
00:20:42	2	37/4/1		Kara Taft - Rooster					
00:21:06		39/1/2		Julie Malecki - Hen					
				Sydney Hoel - Chick					
00:24:30		49/3/1	R1	Stasia Kasimos	Chick→ Frog		BSR	R1	00:01:02
	R1		Anna Lowery	Chick→ Dragonfly		BSR	R1	00:01:02	
	L1		Caroline Mckinzie	Chick→ Cricket		BSR	R1	00:01:02	
	L1		Anna Bennoit	Chick→ Grasshopper		BSR	R1	00:01:02	

Note: Quick changes have been made in**Bold**.

Keys: BSR-Backstage Right; BSL-Backstage Left; QCB-Quick Change Booth; DR-Dressing Room

Costume Tracking Sheet

Time	Sc	P/S/M	Exit	Actor	Action	Location	Enter	Length
00:25:15	2	50/3/4	L1	Sydney Hoel	Chick→ Fox Cub	DR	R1	01:00:07
00:26:15		51/1/1	R1	Julie Malecki	Hen→ Innkeeper's Wife	QCB	R1	00:03:30

Act II									
00:26:08	1	52/2/2		Sergio Martinez - Badger					
00:29:57		60/3/3	R1	Craig Moman - Schoolmaster					
00:30:00		60/4/5	R1	Nic Koch	Mosquito→ Innkeeper	BSL	L1	00:04:26	
00:30:00	2	60/6/2	L2	Lauren Falk/ Lisa Buhelos	Put on the Vest	BSR	R1	00:13:15	
00:30:07		61/2/1	L1	Geoffery Schmelzer - Parson					
00:35:45		72/5/5	L1	Carissa Yau	Pepik→ Fox Cub	DR	R1	00:51:00	
			L1	Logan Piker	Frantik→ Fox Cub	DR	R1	00:51:00	
			R1	Nic Koch	Innkeeper→ Mosquito	DR	L1	00:21:55	
00:43:37	4	89/2/4	Berit Johnson/Michaela Wright - Fox						

Intermission 20 minutes								
00:59:22				Anna Lowery	Dragonfly→ Fox Cub	DR	R1	00:27:00
00:59:22				Lauren Falk/ Lisa Buhelos	Change to After wedding dressing	DR	R1	00:27:21

Act III									
01:19:22		131/1/1		Lewis McAdow - Harasta					
01:20:47	1	133/3/1	R4	Kate Stenzel	Bluejay→ Fox Cub	QCB	R1	00:05:35	
01:27:53		149/3/4	R1	Logan Piker	Fox Cub→ Frantik	QCB	R1	00:07:00	
			R1	Carissa Yau	Fox Cub→ Pepik	QCB	R1	00:07:00	

Note: Quick changes have been made in**Bold**.

Keys: BSR-Backstage Right; BSL-Backstage Left; QCB-Quick Change Booth; DR-Dressing Room

Who	What
-2 Hours and 15 Minutes till TOS	
ASM (Kevin, Tom)	Collect Keys From Lock Box
	Unlock Space Dressing Rooms, Mop Closet and Props Box and Turn on Lights
	Turn on Dressing Room Monitors
	Check In Run Crew
-2 Hours till TOS	
STAGE CARP (Brady B)	Turn off air compressor
Light Op (Steve)	Strike the Ghost Light
	Turn On Clip Lights
Lighting Crew (Jodie & Jade)	Post "Performance In Progress" Signs (SR/SL Door)("Reh. in Progress" sign for tech and dress [SR/SL Door House Door])
	Turn on Backstage Audio Monitors
	Turn on Backstage TVs (2SL, 1SR)
	Turn on House TVs (1SL, 1 SR)
Deck Crew (Lauren) Deck Crew (Maddi) Deck Crew (Jiwon) Deck Crew (Shekinah)	Check and Fix Spike Marks
	Strike Stantions
	Strike Pit Stantion
	Sweep the Stage and Backstage
	Mop the Stage and Backstage
	Charge Glow Tape
Weapons/Prop Crew (Palash)	Set Up Hospitality (Water, ice, and check tissues/hand sanitizer/cough drops)
	Peset Props Tables (See Preset List)
	Replace the lantern battery
-1 Hour and 30 Minutes till TOS	
ASM (Kevin, Tom)	Check in actors
ME (Adam M)	Dimmer Check
ASM (Kevin, Tom)	Headset Check
AUTOMATION (Andrew B)	
Rail Crew (Cody)	
STAGE CARP (Brady B)	
ASM (Kevin, Tom)	Cue Light Check
AUTOMATION (Andrew B)	
Rail Crew (Cody)	
-1 Hour and 10 Minutes till TOS	

AUTOMATION (Andrew B)	Automation Check
-1 Hour and 5 Minutes till TOS	
Rail Crew (Cody)	Goods Check (Main and US Flying Tree-Lineset 19)
ASM (Kevin, Tom)	
STAGE CARP (Brady B)	
After Goods check	
AUTOMATION (Andrew B)	Set for Movement Call
Deck Crew (Lauren)	
Deck Crew (Maddi)	
Deck Crew (Jiwon)	
Deck Crew (Shekinah)	
STAGE CARP (Brady B)	
-55 Minutes till TOS	
SINGERS	Movement Call
Deck Crew (Lauren)	Bring Wagon (with rope and dustpan) on and off for Movement Call
Deck Crew (Maddi)	
Deck Crew (Jiwon)	
Deck Crew (Shekinah)	
Weapons/Prop Crew (Palash)	Bring any needed props for Movement Call
	-Forester (S. Cuva, C. Stanfill)'s gun
	-Forester (S. Cuva, C. Stanfill)'s satchel
	-Harasta Gun
	-Dead Bunny
	-Blood and Feathers
After Movement call	
AUTOMATION (Andrew B)	Preset Automation
Weapons/Prop Crew (Palash)	Set Props for TOS
ASM (Kevin, Tom)	Check Props Presets (On and Offstage)
ASM (Kevin, Tom)	Blackout Check
STAGE CARP (Brady B)	
Half Hour	
ALL	Bathroom Break
ASM (Kevin, Tom)	House Open: Call 30 Minutes to TOS & Collect Valuable Bags
-20 till TOS	
ASM (Kevin, Tom)	Call 15 Minutes to Places
-10 till TOS	
CREW (Emma W)	Take Orchestra Attendance
ASM (Kevin, Tom)	Call 5 Minutes to Places and Crew to Headset

Time	P/S/M	Who	What	Where	Props	Notes	W
(1)Act 1 Scene 1 - The Forest							W
0:00:00	3/1/1	Crew (Emma W)	Cue Dr. Megill				M
0:00:04	3/1/2	Dragonfly (A. Lowery)	ENT	L4			SL
0:00:24	3/4/1	Mosquito (N. Koch)	ENT	R4	(2) Mosquito sticks		SR
0:00:50	4/3/1	Frog (S. Kasimos)	ENT	L1			SL
0:01:07	4/5/2	Mosquito (N. Koch)	xit	R1			SR
0:01:12	5/1/1	Dragonfly (A. Lowery)	xit	L1			SL
0:01:15	5/2/1	Bluejay (K. Stenzel)	ENT	L4			SL
0:01:33	5/5/1	Woodpecker (N. Oliva)	ENT	R1			SR
0:01:50	6/3/1	Young Sharp-Ears (C. Henessy)	ENT	US			SR
0:01:52	6/3/3	Frog (S. Kasimos)	xit	L1			SL
0:02:10	6/4/2(2)	Grasshopper (A. Benoit)	ENT	R4			SR
0:02:16	6/5/2	Cricket (C. McKinzie)	ENT	R4			SR
0:02:33	7/1/1	Owl (T. Lituma)	ENT	R1			SR
0:02:55	7/3/3	Dragonfly (A. Lowery)	ENT	L1			SL
0:03:00	7/4/3	Bluejay (K. Stenzel)	xit	R1			SR
0:03:05	7/5/3	Young Sharp-Ears (C. Henessy)	xit	R1			SR
		Dragonfly (A. Lowery)	xit	R4			SR
0:03:22	8/1/1	Prop Crew (Palash)	Handoff	L4	Rifle to Forester (S. Cuva, C. Stanfill)		P
		Forester (S. Cuva, C. Stanfill)	ENT	L4	Rifle Satchel		SL
		Dragonfly (A. Lowery)	xit	R1			SR
0:03:29	8/1/3	Cricket (C. McKinzie)	xit	L1			SL
		Grasshopper (A. Benoit)	xit	L1			SL
		Woodpecker (N. Oliva)	xit	R4			SR
0:03:33	8/2/1	Owl (T. Lituma)	xit	R4			SL
0:04:50	11/1/1	Cricket (C. McKinzie)	ENT	L1			SL
		Grasshopper (A. Benoit)	ENT	L1			SL
0:05:46	12/4/3	Mosquito (N. Koch)	ENT	R1	(2) Mosquito sticks		SR
0:06:15	13/3/1	Frog (S. Kasimos)	ENT	L1			SL
0:06:21	13/4/3	Grasshopper (A. Benoit)	xit	L2			SL
0:06:25	14/2/1	Cricket (C. McKinzie)	xit	L2			SL
0:06:40	14/3/2	Young Sharp-Ears (C. Henessy)	ENT	L4			SL
0:06:45	14/3/6	Mosquito (N. Koch)	xit	L1	(2) Mosquito sticks		SL
0:06:52	15/2/2	Frog (S. Kasimos)	xit	R1			SR
0:07:12	16/2/1	Frog (S. Kasimos)	ENT	R1			SR
0:07:44	17/3/1	Frog (S. Kasimos)	xit	L1			SL
		Costumes	Change	DR	Quick Change Frog to Chick		C
0:07:54	18/1/1	ASM (Tom)	WATCH grab DSR and then lift DSL				M
0:08:10	18/4/3	Young Sharp-Ears (C. Henessy)	xit	R4			SR

Time	P/S/M	Who	What	Where	Props	Notes	W
0:08:13	18/4/4	Forester (S. Cuva, C. Stanfill)	xit	R4	Rifle Satchel		SR
		Prop Crew (Palash)	Catch	R4	Rifle from Forester (S. Cuva, C. Stanfill)		P
0:08:17	19/1/1	Cricket (C. McKinzie)	ENT	L4			SL
		Grasshopper (A. Benoit)	ENT	L4			SL
Interlude (A1 S1 to A1 S2)							W
0:09:10	20/1/1	Owl (T. Lituma)	ENT	R1			SR
0:09:33	20/1/5	Woodpecker (N. Oliva)	ENT	L4			SL
0:09:37	20/2/2	Grasshopper (A. Benoit)	xit	L4			SL
		Costumes	Change	DR	Quick Change Grasshopper to Chick		C
		Cricket (C. McKinzie)	xit	L4			SL
		Costumes	Change	DR	Quick Change Cricket to Chick		C
0:09:25	20/3/3(1)	Mosquito (N. Koch)	ENT	L2	(2) Mosquito sticks		SL
0:09:46	20/3/3(2)	Dragonfly (A. Lowery)	ENT	L1			SL
		Bluejay (K. Stenzel)	ENT	R1			SR
		Lighting Crew (Jodie)	Remove	L1	Lighting Rover		L
		Lighting Crew (Jade)	Remove	L1	Lighting Rover		L
		Deck Crew (Lauren)	Prep	L1	Wagon Unit w/Rope and dust bin/broom		D
		Deck Crew (Maddi)	Prep	L1	Wagon Unit w/Rope and dust bin/broom		D
		Deck Crew (Jiwon)	Prep	L1	Wagon Unit w/Rope and dust bin/broom		D
0:10:03	20/5/1	Dragonfly (A. Lowery)	xit	L2			SL
		Costumes	Change	DR	Quick Change Dragonfly to Chick		C
0:10:04	20/5/3	Mosquito (N. Koch)	xit	L2	(2) Mosquito sticks		SL
0:10:05	21/1/1	Woodpecker (N. Oliva)	xit	R4			SR
		Owl (T. Lituma)	xit	R4			SR
		Bluejay (K. Stenzel)	xit	R1			SR
0:10:07	21/1/3	Young Sharp-Ears (C. Henessy)	ENT	R1			SR
0:10:32	21/3/2	Sharp-Ears (L. Falk, L. Buhelos)	ENT	L2			SL
0:10:40	21/4/2	Young Sharp-Ears (C. Henessy)	xit	R1			SR
		Costumes	Change	DR	Change Young Sharp-Ears to Fox Cub		C
0:11:45	22/4/2	Rail Crew (Cody)	Fly out US Tree to Black Spike Mark (out)				R
		Dog (G. LaBare)	ENT	L1		Bring on Wagon unit	SL
		Pepik (C. Yau)	ENT	L1		Bring on Wagon unit	SL
		Frantik (L. Piker)	ENT	L1		Bring on Wagon unit	SL
		Lighting Crew (Jodie)	Replace	L1	Lighting Rover		L
		Lighting Crew (Jade)	Replace	L1	Lighting Rover		L

Who	What
Weapons/Prop Crew (Palash)	Strike Props to Prop Road Box
	Strike Hospitality
	Clean the bottom of the Chairs
Lighting Crew (Jodie & Jade)	Strike "Performance in Progress" Signs
	Turn off Backstage Audio Monitors
	Turn off Backstage TVs (2SL, 1SR)
	Turn off House TVs (1SL, 1 SR)
Deck Crew (Lauren) Deck Crew (Maddi)	Turn Off Backstage Monitors
	Set Stantions
Deck Crew (Jiwon) Deck Crew (Shekinah)	Set Pit Stantion
	Power Down Light Board
Light Op (Stephen)	Shut Off Clip Lights
	Set Ghost Light
	Perform Sound Postshow Duties
Sound Op	Check in With ASMs
CREW	Return Valuable Bags
ASM (Kevin, Tom)	Put Away Headsets
	Turn Off All Lights
	Lock Theatre, Props Box, Ready Room & Dressing Rooms
	Turn Off Dressing Room Monitors and Lights
	Turn Off Green Room Monitors
	Return Key Ring to Lock Box

TURN OF THE SCREW
Filming Schedule

Tuesday, April 20th 7-10pm

Time	Scene	Cast	Gvns	Miles	Flora	Grose	Quint	Jessel	Scene config	Additional units	Length
7-7:30pm	2.8	AB	X	X	X	X	X		3 (Porch)	ladder, x SL panel	12
7:30-7:45pm	COVID BREAK										
7:45-7:50pm	Scene: ADD SL panel; Props: Remove Ladder										
7:50-8:20	1.2+V2+1.3	AB	X	X	X	X			3 (Porch)		7.5
8:20-8:35	COVID BREAK										
8:35-9:05	Pick up /Record Variations (V1, 3, 4, 5, 8, 15)										
9:05-9:20	COVID BREAK										
9:20-9:50	Pick up /Record Variations (V1, 3, 4, 5, 8, 15)										

Wednesday, April 21st 7-10pm

Time	Scene	Cast	Gvns	Miles	Flora	Grose	Quint	Jessel	Scene config	Additional units	Length
7-7:20pm	1.5; 1.6	B	X	X	X	X			1 (split scene)		9.5+4
7:20-7:25pm	Props: Sanitizing and changing										
7:25-7:40pm	COVID BREAK										
7:40-8pm	1.5; 1.6	A	X	X	X	X			1 (split scene)		9.5+4
8-8:20pm	Props: ADD Chairs, Table, Dressing Screen, etc.										
8:20-8:35pm	COVID BREAK										
8:35-8:55pm	2.3+V11+2.4 +V12+2.5	B	X	X			X	X	1 (split scene)		15.5
8:55-9:05pm	Props: Sanitizing and changing										
9:05-9:20pm	COVID BREAK										
9:20-9:40pm	2.3+V11+2.4 +V12+2.5	A	X	X			X	X	1 (split scene)		15.5
9:40-10pm	Pick up / Record Variations										

TURN OF THE SCREW
Filming Schedule

Thursday, April 22nd 7-10pm

Time	Scene	Cast	Gvns	Miles	Flora	Grose	Quint	Jessel	Scene config	Additional units	Length
7-7:20pm	2.1	AB	X				X	X	4 (empty stg)	2 panels	5
7:20-7:40pm	Scene: Remove 2 Panels; Props: Remove Governess' Bed, ADD Miles' Bed, etc.										
7:40-7:55pm	COVID BREAK										
7:55-8:25pm	V7+1.8	AB	X	X	X	X	X	X	4 (empty stg)		11.5
8:25-8:40pm	COVID BREAK										
8:40-9pm	Scene: ADD Scrim; Props: Remove Miles' Bed, ADD Park Bench, etc.										
9-9:20pm	V6+1.7	AB	X	OS	X				4 (empty stg)	Scrim	7
9:20-9:25pm	Scene: Remove Scrim, ADD SR Panel; Props: Remove Park Bench										
9:25-9:40pm	COVID BREAK										
9:40-10pm	1.4	AB	X						4 (empty stg)	SR Panel	4

Note: Characters in yellow color are in nightgown and will need 30-45 minutes to change to normal dressing.

Friday, April 23rd 7-10pm

Time	Scene	Cast	Gvns	Miles	Flora	Grose	Quint	Jessel	Scene config	Additional units	Length
7-7:20pm	V13+2.6	BA	X	X	X	X			4 (empty stg)	2 panels	4.5
7:20-7:45pm	Scene: Remove 2 Panels, ADD Scrim; Props: Remove Piano, ADD Church Bench, etc.										
7:45-8pm	COVID BREAK										
8-8:30pm	V9+2.2+V10	BA	X	X	X	X			4 (empty stg)	scrim	9.5
8:30-8:45pm	COVID BREAK										
8:45-8:50pm	Props: Remove Church Bench, ADD Park Bench										
850-9:05pm	V14+2.7	BA	X		X	X		X	4 (empty stg)	scrim	5
9:05-9:10pm	Scene: Remove Scrim; Props: Remove Park Bench, etc.										
9:10-9:25pm	COVID BREAK										
9:25-9:55pm	Theme+1.1	BA	X						4 (empty stg)		4