Performance Day get-in

As we only have four hours for the get in of our performance, it is important that we are prepared, therefore I have created a schedule for us to work too.

|  |  |  |
| --- | --- | --- |
| Time | What | Who |
| 2:00 pm | set up scaffolding | All cast to help as well as Technical team. |
| 2:45 pm | Rest of set to be placed | All cast |
| 3:15 pm | Input all videos into Q-lab | Holly Hutchinson |
| 3:30 pm | Call places for cue-cue | Holly Hutchinson and Technical staff |
| 4:00 pm | Work through changes in cue-cue | Holly Hutchinson and Technical staff |
| 4:30 pm | Break and change | All cast to change, technical staff to break |
| 5:00 pm | Start run | All cast and Technical crew |
| 5:45 pm | Reset stage | All cast |
| 6:00 pm | Break for dinner | All cast and technical staff |
| 6:30 pm | Reset cue cards | All cast |
| 7:00 pm | 30 minute call | Holly Hutchinson |
| 7:15 pm | 15 minute call for cast/ House open | Holly Hutchinson |
| 7:20 pm | 10 minute call for cast | Holly Hutchinson |
| 7:25 pm | 5 minute call for cast | Holly Hutchinson |
| 7:30 pm | FOH clearance | FOH |