**Lighting, Sound, and Other Effects:**

As soon as a space has been reserved for performances, the stage manager (and tech director, if you have one) should look it over to get a basic idea of how easily (or not easily) it can be lit and where techies should be placed during performances. Lighting and sound do not need to be designed immediately, as this would require having all necessary equipment on hand but it is a good idea for those responsible to be at least somewhat familiar with the space when it does come time to design lighting and sound.

During the show, one techie should be responsible for the light board. She should have a copy of the script in front of her, marked with lighting cues, which she should be attending to throughout the entire performance. Another techie, with a copy of the script marked with sound cues, should be responsible for sound; laptops with attached speakers are great for confined spaces, such as the Campus Center, Erdman Living Room, or the Music Room in Goodhart, but for an outdoor venue you may need to consider something more powerful. If you are using the laptop method, compile a playlist of music and sounds required for the show in a program such as RealPlayer or iTunes. Make sure (sometime well before the first performance) that your sound techie knows how to use the program properly.

It is wise to have separate people doing lights and sound as there is often cues at the same time.

Each Source 4 junior uses 575 watts (there are 4 of them)

2 500 watt Parcans (the can lights0

2 250 watt Parcans

2 100 watt Parcans

2 50 watt Parcans

For the Source 4 juniors and 500 watt Parcans use the yellow extension cords. They have tags with their gauge on them. They should be used to reduce your risk of spontaneous fire.

Keep in mind what the power distribution for your venue is so you don’t over load a circuit. Circuits can take about 1600 watts. Assume that there is always something on a circuit so don’t get close to 1600. You can go up to that amount, but don’t go over. (The circuits can theoretically can go to a maximum of 1800, but there is always something on a circuit, so just don’t go there. The people writing this are speaking from experience) IF YOU DO BLOW A CIRCUIT: DON’T PANIC. Call facilities, call public safety if it is in the evening. You will probably have to wait till the next day to have it fixed.

Don’t forget that bulbs die, make sure you have proper spares.