

Stage Crew Seminar

Mustaff Khan — Albert Duan — Cally Leung

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1 Zoom Meeting

To have the workshop/seminar be more efficient, we must need a proper team structure to root off of, and build reliance from team leads.

Topics to discuss with Team Leader:

- Establish a hierarchy in Stage Crew
 - Stage Head
 - Head of Lighting (Handles Design/Operations/Spotlight)
 - Head of Sound (Handles Design/Operations)
- Identify the Heads to coordinate the trainings
- How to establish themself among peers/staff/the school
- What exactly they need help with
 - Ex. Technical/leadership/general help
- What is aimed to be achieved and how will it be
- Organise the trainings to assert leadership

1.1 General Notes

- Cross-training (rotation between departments)
- Establish control/hierarchy (proper team organization)
- Run a cue-to-cue (work as a team to lead an event)
- Teach technical basics
- Train leadership/professionalism
- Set an example (both head and us)
- Train everyone in stage operations
- Drills and scenerios (able to work when things go wrong)
- Be able to build up self-initiative/confidence

2 Zoom Meeting Notes

2.1 Technical Issues

- Needs help with debugging new software for sound board
 - If possible try to overwrite with old configuration
- Projector being a mystery
- Microphones cables / wired mic issues

2.2 Training Notes

- Needs help with organizing a training for members
- Being able to relay trainings
 - Organization/Communication needs to be worked on
- Hierarchy or proper team structure to be built
- Focus on teaching lower grades to be able to pass on the knowledge
- Training with sound operation and setup
- Build relationship with school such as staff, admin, caretaking
- Try to cutoff middle men as much as possible
 - Direct contact is preferred

3 Event Ideas [Centre for Atropian Art]

The purpose of this event is to create various scenarios and diagnose issues that they are facing.

Requirements

- Projector (keynote presentation)
- Risers (Debate performances)
- All Mics (Wired and wireless) [**Max 5**]
- May need computer audio

Event Program

1. Keynote
 - Introduction about our made up organization
 - Some type of topic
 - Need for audience questions
 - Need of projector
2. Lecture
 - No Projector
 - Needs "*spotlight*" following them
 - Audience input as well maybe
3. Intermission
 - Time to set stage for debate (or maybe not...)
4. Debate
 - Sound vs lighting
 - Needs risers for the two different parties
 - Needs projector in the middle
5. Final Keynote
 - Some other topic
 - Closing remarks
 - Need for projector, we'll find out last minute

Timings

- 30 min : Setup
- 25-30 min : Event
- 15 min : Debrief
 - Find out what they found challenging and work upon that
- 30 - 40 min: Train the heads so they can train others