A Production

# The Project

The Goal of this project is to perform a play here at LTU. The Start of the project will be the January 1st of 2017 and the performance will be April 14-16. This production will need to comply with all of LTU’s standards and will be down only using students and alumi member.

# Communication Plan

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Title** | **Communication** | **Vehicle** | **Stakes** |
| LTU | School | Weekly Email updates on the event | Email | Student Attendance and School PR |
| Alumi | Investors | Weekly Updates on the completion status of the show | Email | Financial investments for the show. Also enjoys the show. |
| Members Of the Play | Participants | Meetings Before and After Rehearsal  (3 times a week) | Meeting as well as meeting not | The enjoyment of being able to perform the show also time investment |

# Proposed meeting agenda

This meeting will be held after of ever rehearsal and will include all members. The heads of each team will be the representative talking about each subject.

1. Rehearsal
   1. Rehearsal Comments and changes
   2. Blocking Changes
   3. Acting Questions
2. Set
   1. Current Status
   2. Nets steps and their Time frame plans
   3. Current Budget Analysis
   4. Next build day?
   5. Safety concerns
3. Make -Up
   1. Who needs to be tested
   2. Current Stock and budget Analysis
4. Costumes
   1. Who needs to have costume fitted
   2. Current costume stock and budget Analysis
5. Lights and Sound
   1. Any concerns or changes to the design
   2. Current tasks status
   3. Next Task

# Project Change Control



# Project Risk Register

# Tasks affect by change requests

No tasks are severely affect by this cage but the finishing and trim work on the walls will be delayed by a week. This fits well in our schedule as it is still able to be finish 3 weeks be for the show and about 1 week before hell week.