

Dear Director; updated 3/3/23

We look forward to having you with us on our campus for your UIL One-Act Play Contest. First, the Concert Hall Theatre will be the space used for the contest. It is a 245-seat proscenium space with an extended apron. Because of the extension we have approximately 18' in front of the grande drape. Some schools with intimate shows have used the grande drape as their back curtain and performed only on the apron. Also, note that we secure permission for you to setup with the grande drape open whether your set will be in front or behind the grande drape (the judge may or may not be escorted out between shows – judge's decision). We have a loading door at the back of the stage leading to an outside ramp. Please use the ramp to bring your set, props, and costumes down to the doors just before your rehearsal time. After your rehearsal time, we will have a space in the hallway off-stage right for you to store your set and props. Please make plans to arrive about 30 minutes prior to your scheduled rehearsal time. One of our students will be assigned as your host for the day and will be watching for you to guide you to the stage and your ready room. Our Stage Manager will meet with you just before your rehearsal time to explain some of the other rules for the day to you and your students. These instructions include rehearsal, ready room, and performance information, as well as, information about the unit set storage and timing rules. Our SM will set all curtains for you during your rehearsal time. After she/he gets your approval she/he will spike them and get them reset after your setup time is finished just prior to your performance begins. However, if you are having the grande drape open or close during the performance that will need to be done by one of your crew/cast. This year the cyclorama will not be available as it is severely damaged. After the rehearsal/performance you will need to move your set, costumes, etc., into the hallway storage area. After all of the performances, You will be allowed to move your show back out through the loading doors in the same order as rehearsals.

Lighting

We will be using the ETC Ion with two monitors for lighting control since some of our lighting is LED and some is traditional. One screen will have a Live Magic Sheet and Color Picker, while the other will have a Live Cue List. We will not limit what colors you select from. During your rehearsal time my people will program the board for you with the "looks" you want for each cue. Please remember that a blackout is considered a cue. After we have programmed the board then your operator can run the rest of the rehearsal and show by using the "Go" for each cue. Also, know that our lighting tech will be in the booth through the entire time (rehearsal and performance). The biggest mistake your lighting tech can make is to hit the "Go" button at the wrong time. However, we can either press the "Hold" button to pause the light change or press the "Back" button to go back to the previous cue. Each school will be assigned a different beginning number for cues, i.e., the first school to rehearse will start at cue 1, then the next school will start at 101, etc. Another popular option has been to record "looks" onto the submasters. For example, say you use the same three "looks" throughout your show. Each can be programmed onto a single submaster fader and then your operator can manually bring up the faders for each "look." We have 10 pages of 24 submasters, so each school using this method will be assigned a different page. Whichever option you decide to use, please take the time to prepare for the most efficient use of your rehearsal time. I have included a "Cue Sheet" page that can make programming go quickly if your operator brings it filled out to the rehearsal with him/her. If you have a "look" or two that you use frequently throughout the show, you can note that on the sheet and when we are working on it we can program all cues with that "look" at the same time. This will also save valuable rehearsal time. We will take care of all house lighting – dimming to begin the show and raising at the end of the show – your crew will not have to be

concerned with that.

Sound

We have a CD player going through our system and can be used for music and sound effects. You may also bring a laptop, an iPod, iPad, or another mp3 player to connect to our system. We will supply a cable to connect from the player's headphone jack (1/8" stereo) to our board and your operator can use it for music and sound effects. If your sound source uses something other than the 1/8" jack (Lightning, Thunderbolt, USB-C, etc.), please bring an appropriate adapter with you. Please also note, if you bring your own player we will have to set the input volumes to protect our system from overpowering the speakers. You should still have enough headroom to get the sound loud for our space. You may also bring your own complete system if you prefer. We will also have wireless headsets for your crew to use during the rehearsal and performance. We will have three in the booth, one off-stage right, and one in the house. You can use the one in the house to talk with your booth crew during the rehearsal, if you want. If you have any other questions about the technical end of things, do not hesitate to contact me.

Monty Downs, Instructor Theatre Arts Amarillo College
(806) 332-1039

mbdowns@actx.edu

There will be five areas across the downstage and five across the upstage. Each area will have two color-changing LEDs independent of each other. For a warmer look to the scene you may want the amber more intense and, conversely, the blues more intense for a cooler or night scene. I do not recommend using only one instrument for each area as it will cast hard shadows on one side of the actors' faces. I recommend that you intensify the color you want and use the other to fill in a little on the shadow side. We will also have a separate red and blue wash of the entire stage. The cyclorama at the back of the stage will have red, blue and green washes on it. The following is our basic UIL OAP patch for use in preparing you cue sheets:

Channel # Area Color

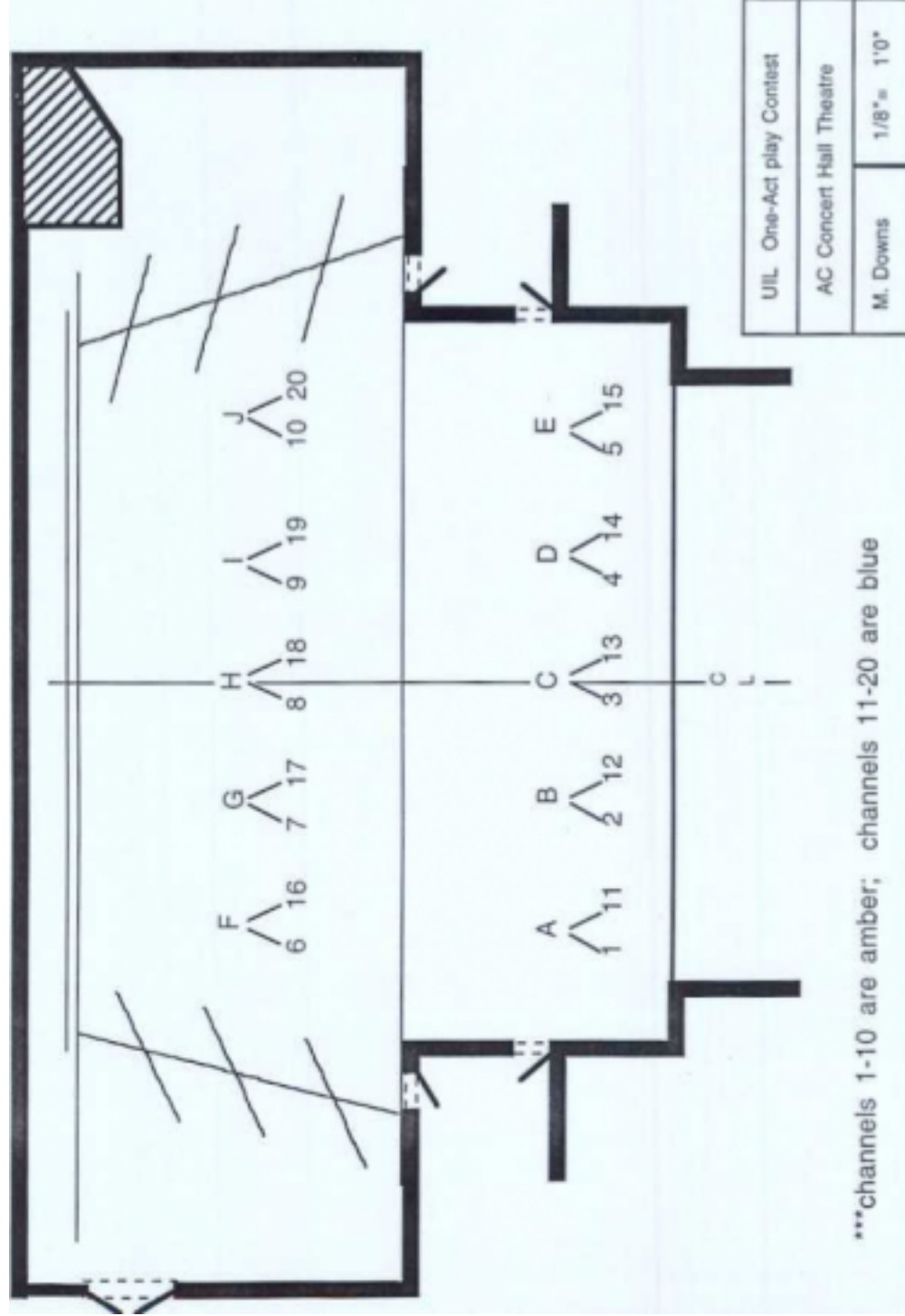
1 Downstage Right LED 2 Downstage Right Center LED 3 Downstage Center
LED 4 Downstage Left Center LED 5 Downstage Left LED 6 Upstage Right
LED 7 Upstage Right Center LED 8 Upstage Center LED 9 Upstage Left Center
LED 10 Upstage Left LED 11 DSR LED 12 DSRC LED 13 DSC LED 14 DSLC
LED 15 DSL LED 16 USR LED 17 USRC LED 18 USC LED 19 USLC LED 20
USL LED 21 Stage Wash Red 22 Stage Wash Blue 23 Cyc Wash Red 24 Cyc
Wash Blue 25 Cyc Wash Green

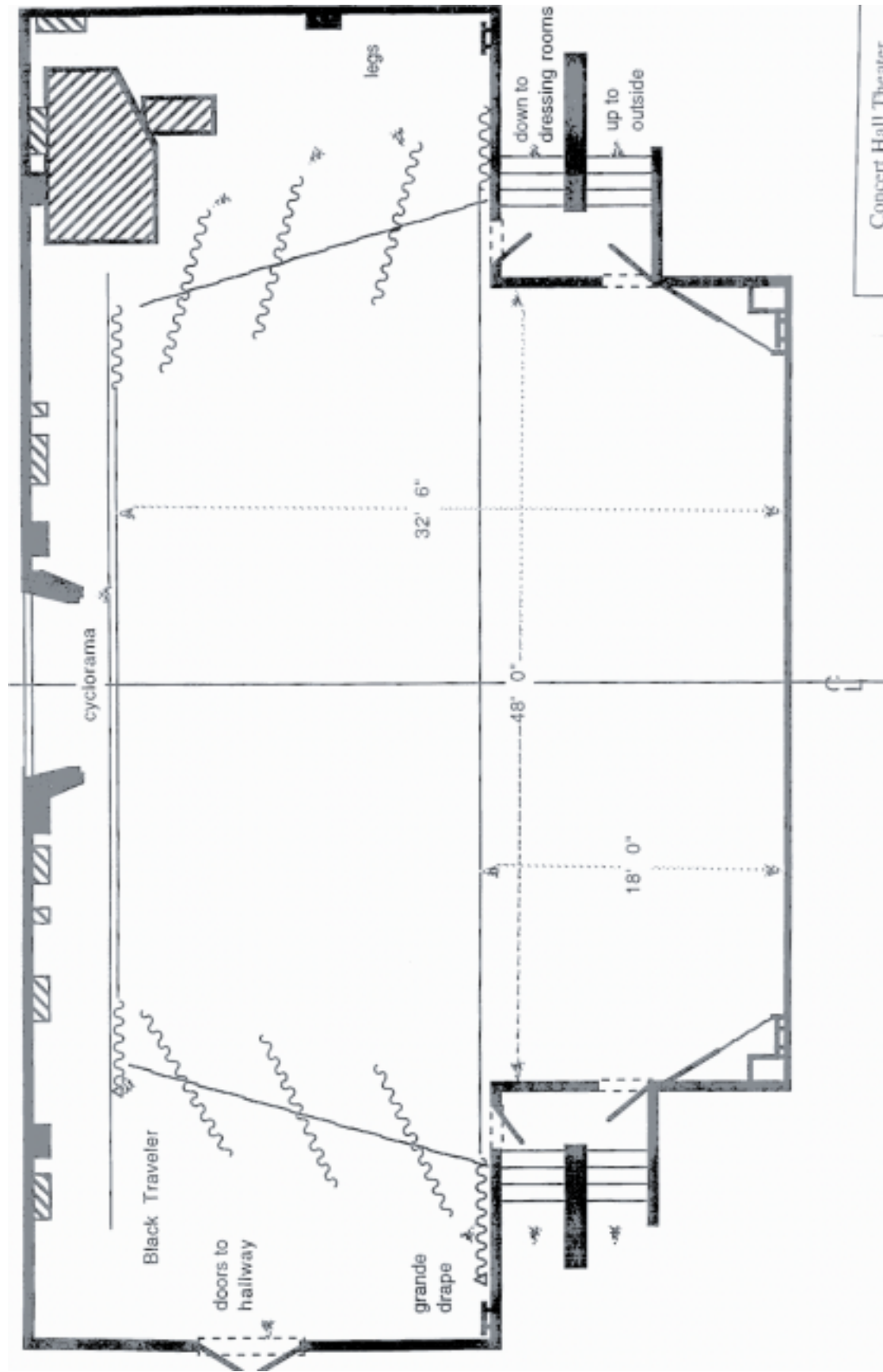
Production

Page

Cue #	Cue Line	Dimmer = Level	Fade Time

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Concert Hall Theater