

A Dinner Engagement

Production Calendar

January 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 -First day of classes	5	6	7	8	9
10	11 -1 st Production meeting -Director's concept/ Guidelines due	12	13	14 Auditions	15	16
17	18 -Martin Luther King Jr. Holiday -NO MEETING	19	20	21	22	23
24	25	26	27	28	29	30
31						

After bid estimates are finalized all change requests must go through a discussion and approval process.

Blue-Costumes

Green-Set

Red-Lighting

Aqua - Dramaturgy

Pink-Sound

Purple-Stage Manager

Brown-Props

Yellow-Makeup & Hair

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Production Calendar

February 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 -Scenic design concept due	2	3	4	5	6
7	8	9	10	11	12	13
14	15 -President's Day NO MEETING	16	17	18	19 -Valentine's Day	20
21	22 -Scenic 1 st draft due -Scenic/TD meeting -Initial prop list due	23	24	25	26	27
28						

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March 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 -Light concept due -Lighting practicals due	2	3	4	5	6
7	8 -Scenic designs for estimate due	9	10	11	12	13
14	15 -Scenic Estimate Due -Disperse final scenic plans -Paint elevations due -Set dressing list due -Scenic design meet w/ Properties staff	16	17	18	19 -Spring Day (No Class)	20
21	22 -Scenic Construction Begins	23	24	25	26	27
28	29 -Review Final Set Plans w/ prod. team	30	31			

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April 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3 GENERAL CONFERENCE
4 GENERAL CONFERENCE	5 -Publicity photo list due- Costumes/props	6	7	8	9	10
11	12	13	14 -Last day of classes	15 -Reading Day	16 -Finals	17 -Finals
18	19 -Finals	20 -Finals	21 -Finals	22 -Commencement	23 -Convocation	24
25	26 -Costume color renderings due - Costume Budget Mtg. -Costume measurements due	27 -Start of Spring Classes -Rehearsals Begin	28	29	30	

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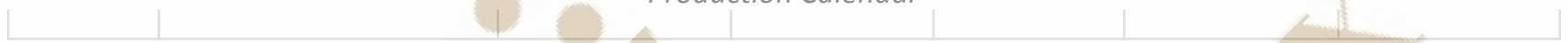
Purple-Stage Manager

Brown-Props

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May 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 -Final prop list due -Costume construction/fittings begins -Costume bid estimate due -M&H color renderings/final designs due	4	5	6	7	8
9	10 -Light lab check -Light plot due	11	12 -Publicity photos, 5:15pm - Prop Review w/director and SM	13	14	15
16	17 -Soft good hang -Light hang	18 -Light hang -Final paperwork to coordinator	19 -Set load in -M&H Crew Training	20 -Set load in	21 -Set load in	22 -Set load in -M&H Cast Training w/ Crew
23	24	25 -Set Complete	26 -Light focus -Final Props due	27 -Light Focus	28 -Cast Onstage -Set Tech 7-11p	29 -Tech (10a - 5p)

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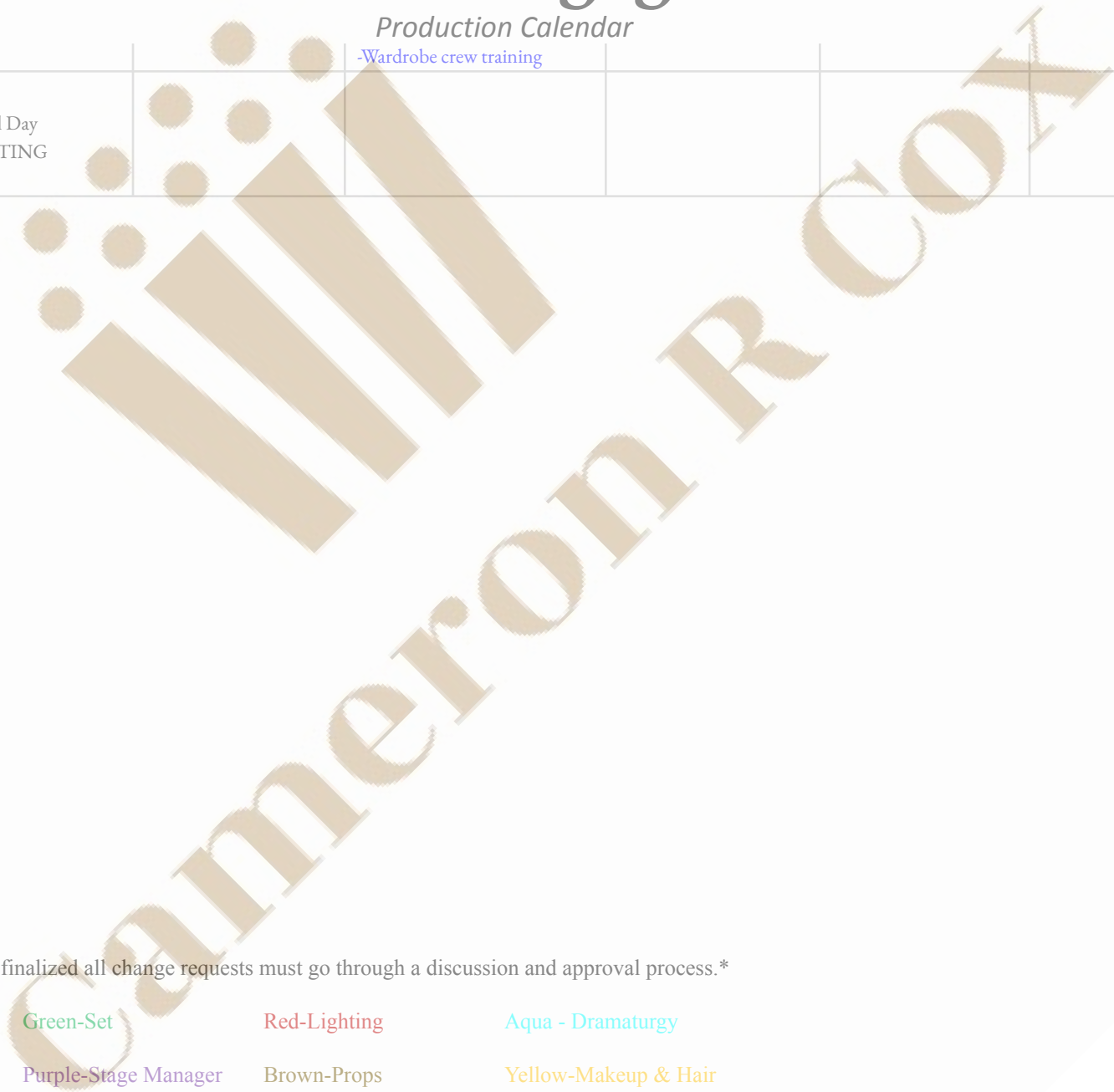
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30	31 --Memorial Day -NO MEETING	-Wardrobe crew training			
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June 2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 -Tech, Cast A - Add Costumes and H&M -start real cake	2 -Tech, Cast B	3 -Tech, Cast A - Add Orchestra	4 -Tech, Cast B - Add Orchestra	5 -Final Dress Rehearsal, Cast A -Add Orchestra -Production photos
6	7 - Rehearsal 2-7p -No Tech	8 - Final Dress Rehearsal Cast B -Production photos	9 -Opening Night Performance #1 -Cast A, 7:30pm	10 Performance #2 -Cast B, 7:30pm	11 Performance #3 -Cast A, 7:30pm	12 -Performance #4 -Cast B, 7:30pm -STRIKE
13	14 -Last day of Spring Semester	15 -Reading Day	16 -Finals	17 -Finals	18	19
20	21	22	23	24	25	26
27	28	29	30			

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