

Assistant Scenic Designer

The Design Process:

- Read, assimilate, and understand the material being designed.
- Find out as much as you can about:
 - The material in the script
 - The director's concept
 - The production circumstances (type of stage, budget, etc.)
- Do background research (books, periodicals, paintings, etc.).
- Assist the designer in creating the following:
 - A ground plan
 - Front elevations
 - Models
 - Detail drawings
 - Paint elevations
 - Properties list
 - Property sketches
- Evaluate the scenic design for safety.
- Assist the scenic designer in completing his design.

Pre-Production:

- Attend pre-production meetings with the scenic designer.

Rehearsal Process/Tech Week:

- You are required to attend production meetings.
 - Take thorough notes for yourself and the scenic designer.
- Assist the scenic designer with keeping up to date with scenic paperwork.

Technical/Dress Rehearsals:

- If the set is not finished by tech week, assist the scenic designer in determining what corners can be cut.
- During technical and dress rehearsals sit in different seats each day to make sure that the masking is adequate from all angles.
- Ensure that all set pieces are in proper working order.
- Pay careful attention to scene shift.
- Discuss problems and possible solutions with the scenic designer.

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All students participating in a show must fill out this form. A separate form must be used for each position held. When complete, return this form to the theatre department head.

Please write clearly and legibly.

Name:

Phone Number:

Email:

Production:

Role:

Please check all that apply to you:

I am in the THEA 104 class.

I am in the Opera Workshop class.

I am in an Independent study class. The class name is _____

I am a BFA Tech major.

I am a BFA Performance major.

I am a volunteer.

By signing this form, I assert that I have not only read and understand the above contract, but I also agree to follow and abide by it. I also understand that I will be held accountable for my actions with repercussions ranging from failing the THEA 104 and Opera Workshop classes to being prohibited from participating in the next show and that my role in the production may be terminated in case of extreme misconduct.

Name (print):

Signature:

Date: _____