|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Typical Production Schedule | | | | | | | |
| **Week** | **SUN \*** | **MON** | **TUE** | **WED** | **THU** | **FRI** | **SAT** |
| **Pre-Production schedule: Director identifies and works with AD and designers; meets with OLT support** | | | | | | | |
|  | **draft set/costume Designs** | **1st Production meeting with OLT support\*\*** | **Prep for Auditions** | **ID crews reqs, begin recruiting** | **ID rehearsal props list, sent pieces** |  | **Auditions**  **1PM-5PM** |
|  |  | **Audition/ call-backs** |  |  |  |  |  |
|  |  | **set ground plan due to TD** |  |  |  |  |  |
|  |  |  |  |  | **1ST READ \*\*\***  RH 7-11 pm |  |  |
|  | RH 1-5 or 7-11 pm |  | RH 7-11 pm |  | RH 7-11 pm |  |  |
|  | RH 1-5 or 7-11 pm |  | RH 7-11 pm |  | RH 7-11 pm |  |  |
|  | RH 1-5 or 7-11 pm |  | RH 7-11 pm |  | RH 7-11 pm |  |  |
|  | RH 1-5 or 7-11 pm |  | RH 7-11 pm |  | RH 7-11 pm |  |  |
|  | RH 1-5 or 7-11 pm | **Approved set designs to TD** |  | RH 7-11 pm |  | RH 7-11 pm |  |
|  | RH 1-5 or 7-11 pm | RH 7-11 pm |  | RH 7-11 pm |  | RH 7-11 pm |  |
|  | RH 1-5 or 7-11 pm | RH 7-11 pm |  | RH 7-11 pm |  | RH 7-11 pm |  |
|  | RH 1-5 or 7-11 pm | RH 7-11 pm |  | RH 7-11 pm |  | RH 7-11 pm |  |
|  | RH 1-5 or 7-11 pm | RH 7-11 pm **2nd Production Meeting\*\***- | sound/ light teams mtg | RH 7-11 pm **Program Deadline** | (video clips) Deadline | RH 7-11 pm |  |
|  | RH 1-5 pm or 7-11 LX hang  **OLT TECH nite** | RH 7-11 pm  set in place **-**  lx focus | **? STAGE** 7-11 pm  SX/LX levels | **STAGE** 7-11 pm | **STAGE** 7-11 pm | **STAGE** 7-11 pm  run for LX | Stage? |
|  | **STAGE** 1-11 pm | **STAGE** 7-11 pm | **STAGE** 7-11pm | **TECH REH**  **Photo Call** | TECH REH | DRESS/  **Preview**? | Stage? |
|  | **Preview?** | **Stage**? | **Stage**? | **Opening Night** | **RUN** | **RUN** | **RUN** |
|  | **Mat** 2:30pm | **No Show** | **No Show** | **RUN** | **RUN** | **RUN** | **RUN** |
|  | **Mat** 2:30pm | **No Show** | **No Show** | **RUN** | **RUN** | **RUN**  **Crew Party** | **RUN - CLOSE & Strike** |
|  |  |  | **POST- Prod MTG - c**lean costumes | costumes to storage |  |  |  |

**\* Sundays -** next play “up” decides Sunday afternoon or evening rehearsals

**\*\* OLT Support**: Tech Director, Production Support, Artistic Director, Volunteer Liaison, President, etc

January 2025