

### Technical Rehearsal Activity – Stage Manager

Use the Master Cue Sheet found on the next page to record all cues for your production. The Technical Rehearsal will be evaluated by your instructor. Be sure to practice the process of calling cues before being evaluated.

It is the Stage Manager's responsibility to ensure that all equipment is in place and that all departments are prepared and organized before the beginning of the technical rehearsal.

The Stage Manager must be strong and encouraging. If there is a problem during the rehearsal, steps must be taken to correct the problem quickly and calmly as if this were an actual performance.

At the end of the technical rehearsal, take the time to discuss with the running crew any changes or corrections.

Call warnings or presets before calling go for a cue. Departments must be ready for each cue. It is the duty of the Stage Manager to correctly time all cues during the show.

Keep communication on headsets to a minimum.

