Title of Play: _____

Names of Group Members: _____, _____, _____, _____, _____, _____, _____, _____, _____, _____

(could be less than 10 ☺)

Play Production Checklist

GROUP TASKS	COMPLETE
The group has read through the play together.	
Everyone in the group knows which character they are playing. In some cases, characters may play more than one role, or may have a special role written into the play for them.	
Everyone in the group has agreed on the design roles they will take on within their production team **(i.e. sound designer, set designer, costume designer, lighting designer).** In some cases, groups may decide that they want to have more than one member of the group work in a specific area of design. In some cases, the whole group may decide to work together to make decisions. ***BONUS*** to those groups who find ways to connect all of the design elements in some unique way to support the message in the play – BIG CHALLENGE…TAKES YEARS OF PRACTICE!!!	
Everyone in the group has had a chance to share what they feel the message is in the play.	

The group agrees that the message is…

_____

Designers	Roles	Responsibilities
	Costume Design	To carefully choose props and costumes that provide clues about the character's personalities while supporting the various moods in the play's environment.
	Sound Design	To carefully choose music and sound effects (LIVE ?) that support the plot and various moods in the play's environment.
	Lighting Design	To carefully choose lighting that will illuminate the actors and support the various moods in the play's environment.
	Set Design	To carefully choose a stage set-up that supports the action taking place in the play while revealing clues about the various moods in the play's environment.

Technical Requirements

Technical Recognition	Not Yet Meeting	Meeting
Actors and back stage crew were organized, quiet, and in position at the start of the show.		
The script (lines and actions) were memorized unless a special arrangement was made with Ms. Hall.		
Actors stayed in character throughout the entire performance – never breaking the story due to a complication or unexpected event taking place on the stage. "The show must go on" – never let the audience know that something has gone wrong.		
Great blocking! The characters could always be seen during the performance unless there was a specific reason why they were hidden.		
Actors spoke loudly and clearly, so the audience could hear them and enjoy their performance.		
Actors stayed in their light.		
Lighting was chosen for the play.		
Music/Sound effects were chosen for the play.		
Costumes and props were chosen for the play.		
Every member of the production team joined in on the bow at the end of the performance.		

COMMENTS FROM MS. HALL:

Creative Elements

Creative Recognition	Not Yet Meeting	Meeting	Exceeding
The **characters** were believable. Actors new what they wanted throughout the play, they changed their vocal expression, their physicality and brought a willingness to believe in order to become their characters. "When you believe – we believe"			
The **lighting design** was carefully chosen to support the various moods in the play's environment.			
The **sound design** was carefully chosen to support the various moods in the play's environment.			
The **costume design** was carefully chosen to provide clues about the character's personalities while supporting the plot (props needed) and various moods in the play's environment.			
The **set design** was carefully chosen to support the action taking place in the play while revealing clues about the various moods in the play's environment.			
BONUS *All design choices <u>worked together</u> to support and reveal the message in the play.*			
The **message** in the play was clear. Everyone in the play was focused on using their performance to share this message with the audience.			

COMMENTS FROM MS. HALL: