

Pre-show Checklist

Task		Dec 3 Dress 1	Dec 4 Dress 2	Dec 5 Perf 1	Dec 6 Perf 2	Dec 7 Perf 3	Dec 7 Perf 4	Dec 11 Perf 5	Dec 12 Perf 6	Dec 13 Perf 7	Dec 14 Perf 8
1	Uncover Soundboard (USR) and turn it on with the power switch (FIG 1)										
2	In the breaker box next to the theatre doors, turn on breaker 11 (FIG 2). this will power up the S16 (FIG 3) located under the DSR patch bay. Please make sure that the green light shows up. That tells us that it's connected to the sound board properly (FIG 4)										
3	In the breaker box next to the theatre doors, turn on breakers 5, 7, 13, and 21 (FIG 2). this will turn on the rest of the speaker. Refer to the power schedule posted inside of the breaker box for more information.										
4*	Plug in the speakers in the 5 (FIG 5-8) areas indicated. In the Sound booth, use the switches on the wall to turn on the Left and Right house speakers (FIG 9)										
5	Log Into Sound Laptop. Password is "theatre"										
6	Open the Qlab show file "Orphan_Sea_Show_File_12.05" (in Qlab 5)										
7	Open "Dante Virtual Soundcard" application and ensure the information matches the image. Make Sure the Network Interface is "en12" by clicking the drop down menu. Hit "Start" button to run Dante. (FIG 10-11)										
8	Open "Dante Controller" application. Click on the "+" button circled and insure information matches the image. (FIG 12-13)										
9	Return to Qlab to perform a speaker check. On the right, there should be a "test" cue list. Open it and follow the instructions.										
9.1	Select the "speaker Check" group and hit "spacebar" to play the sound										
9.2	cycle through the speakers by pressing the spacebar. For the Main left speakers (bus 2 and 4), be sure to mute one of the speakers, on the board, at a time to make sure that sound is coming through both speakers. Repeat with the main Right speakers (bus 1 and 3)										
9.3	Return to the Main Cue Sheet and click on the "active cues" tab in the top right corner of Qlab										
10	Turn on the 4 switches on the wireless mic rack. (FIG 14)										
11	Put Batteries in the mics using the ones in the charger on the operating desk. Turn Mics on with the switch on each one. (FIG 15-17)										
12*	Test all 4 mics to ensure they are working and if their FXs are also working. Use the hot keys to unmute them										
13	Mute the 3 show mics (using the hotkeys) and place them on their corresponding mic stands.										
14	Leave the SM mic unmuted, but turn it off using its switch and place it on the stand on the SM desk.										

Show Checklist

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Orphan Sea, Dir. Andy Cuk

Version	Task				Cas	g	air	The	at	re	dec	5-14
15	Perform a headset check by going to all of the headsets and turning them on and speaking into them. Ask the ASMs to go to the headsets on the LX table and the ASM tables to check them.											
16	Click the "show" button in the bottom right corner of Qlab and be ready to go into preshow (cue 21 in Qlab)											

4*	(Note: all speakers must be on as soon as possible so the video and lighting depts can do their preshow)
12*	Mic 1-1 has a pitched down FX, Mic 1-2 has a gravely voice FX, 1-3 has delay and reverb FX, and the SM mic has no FX

Post-Show Checklist

Task		Dec 3	Dec 4	Dec 5	Dec 6	Dec 7	Dec 7	Dec 11	Dec 12	Dec 13	Dec 14
		Dress 1	Dress 2	Perf 1	Perf 2	Perf 3	Perf 4	Perf 5	Perf 6	Perf 7	Perf 8
1	Quit QLab and close laptop										
2	On the soundboard, load the most recent scene memory. (FIG 18-19)										
3	Collect the 4 mics switch them off and take the batteries out. Place batteries on the chargers and leave the mics on the operator desk. Turn OFF the wireless rack for the mics.										
4	Turn off the house speakers using the switches in the booth. Make sure to turn off the booth lights and close the door										
5	Confirm with the LX and VDO operators that their systems are shut down.										
6	If yes, proceed to unplug the speakers in the 4 areas and turn off breakers 5, 7, 13, and 21										
7	Make sure that the LX 1 Speakers are unplugged BEFORE turning breaker 11 off										
8	Turn off the sound board using the switch on the back.										
9	Cover the sound board										

4*	We share power with the video projectors and some lighting fixtures. It is VERY important that their systems are shut down and that we ask them if Sound can unplug speakers and turn breakers off
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