

Lighting Designer

“Light is the first of painters. There is no object so foul that intense light will not make it beautiful.”
- Ralph Waldo Emerson

The Design Process

- Determine the production schedule and budget.
- Read, assimilate, and understand the material being designed.
- Conduct research and compose preliminary sketches.
- Begin thinking about a concept.
- Finalize your design concept and ideas.
- Determine what instruments, gels, gobos, etc. can be used to achieve the desired effect.

Pre-Production

- Attend pre-production meetings with the director and other design team members.
 - Discuss stage space with the stage manager, scenic designer, director, and technical director to ensure none of the instruments are blocking set pieces, exits, etc.
- Meet with the technical theatre professor to discuss your budget. After this meeting you must manage your budget.
 - Keep accurate and detailed records of all transactions.
- Schedule hang and focus calls with your master electrician.
 - Discuss stage availability with the technical director.
- Provide the following paperwork to your Master Electrician
 - Lightplot, instrument schedule

Rehearsal Process/Tech Week

- You are required to attend production meetings.
 - Give a brief statement about the progress of the show's lighting.
- It is your responsibility to keep the electrics paperwork up to date and accurate.
 - When it is updated, be sure to give copies to the master electrician and stage manager.
- Create and maintain an inventory of instruments, gels, and special effects.
 - Create a list of needed items to best execute the lightplot.
 - Speak with the master electrician and technical director about the feasibility of these implementation options.
- Attend hang calls if possible.
- Attend all focus calls.
 - Ensure prior to the focus call that all instruments have been hung.
- Program the cues into the lightboard.
- Give the stage manager a finalized cue sheet for the paper tech.

Technical/Dress Rehearsals

- During these rehearsals take notes of any problems.
 - At the end of the rehearsal have a meeting with the master electrician about what needs to be fixed.
 - Keep stage management informed if you have altered or added any cues.
- Remind the master electrician and the electrics crew that there is a possibility to have a focus call after any technical or dress rehearsal.

Projections

- Unless otherwise noted you are responsible for projections in a production.
 - Collaborate with the scenic designer, master electrician and the director.
- Conduct research and compose preliminary sketches.
 - Begin thinking about a concept.
- Finalize your design concept and ideas.
 - Discuss the projection sequence with the director.

Lighting Designer Schedule

12 Weeks (84 Days) Out - Preliminary meetings with director and design team.
11 - 6 Weeks (77 - 42 Days) Out - Meetings continue. Meetings should include: research, photos, textbooks, concepts, renderings, practical research, etc, (gels should not be brought to these meetings).
6 Weeks Out - Scenic plate package should be completed and given to lighting designer.
5 Weeks (35 Days) Out - Last meetings with director to finalize lighting design.
4 Weeks (28 Days) Out - Light plot package should be completed (2 weeks before hang) and given to the master electrician, technical director, and stage manager. - Light plot package should include: light plot, instrument schedule, section, channel hook-up, magic sheet, and color cut list.
3 Weeks (21 Days) Out - Materials must have been ordered by this week.
2 Weeks (14 Days) Out - Hang should occur under the discretion of the technical director and master electrician (make sure scenic pieces are not going to obstruct lighting positions, etc.)
9 Days Out (Monday) - Focus should be completed by Monday before Paper Tech.
8 Days Out (Tuesday) - A cue preview of the different “looks” of the show for the director should occur as soon as those looks have been developed and programmed.
7 - 6 Days Out (Wednesday - Thursday) - Any Projections should be finished so changes can be made before tech week.
5 Days Out (Friday) - Paper Tech: Preliminary proposed cues should be prepared and given to stage manager. - Tech Week: Take notes and perfect all cues.
4 - 2 Days Out (Saturday-Monday) - Tech Week: Take notes and perfect all cues.
1 Day Out (Tuesday) - Final Dress Rehearsal: Ideally - no notes, everything perfect, all cues in book, all instruments working. No more changes should have to be made.
Opening Night (Wednesday) - All done. Congratulations!

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All students working on a show must fill out this form. A separate form must be used for each position held. When complete, return this form to Eric Koger.

Name: _____

Phone #: _____

Email: _____

Production: _____

Why do you have this position? (circle one)

I am in the THEA 104 class.

I am a volunteer.

I am in an Independent Study class. Name the class _____

By signing this form, I assert that I have not only read and understand the above contract, but also that I agree to follow and abide by it. I also understand that I will be held accountable for my actions and that my role in the production may be terminated in the case of extreme misconduct.

Signature: _____ Date: _____