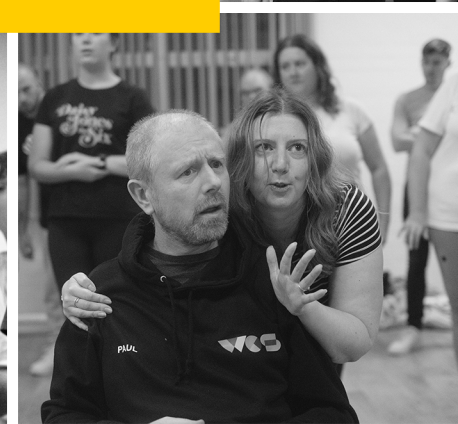


PRODUCTION **GUIDE**

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WOS PRODUCTION GUIDE

Being part of Walsall Operatic Society and taking part in our productions is great fun.

We also understand it can be a lot to remember and deal with, especially during show week!

The following is a step-by-step guide to help you through the process of being in a show. If you are still unsure of anything, please don't worry. We are a very friendly group and are all happy to help in any way we can.

KEEP IN TOUCH

Make sure to regularly check the **Members' Section** of the Walsall Operatic Society website. This is where we keep in touch with our members and send out information about our rehearsals and shows.

Also make sure to join the **Walsall Operatic Society Members Page** and any relevant cast pages for each show on Facebook. Information about these will be shared with members at the beginning of each show.

SHOW TIMELINE

There are lots of steps involved in staging a production. The main steps are as follows:

1. **Show Launch Night**
2. **Auditions**
3. **Rehearsals**
4. **Technical Rehearsal**
5. **Dress Rehearsal**
6. **Show Week**

See below for more information about what to expect during each stage.

STEP 1 – LAUNCH NIGHT

All WOS productions will begin their journey with Launch Night. This is a fun and friendly evening where everyone is welcome.

The date, time and location of Launch Night will be advertised on social media so make sure you follow us (visit walsalloperatic.com for links).

The director, choreographer and musical director for the show will be introduced along with an overview of the show and characters.

If necessary, a short workshop will also take place to give the company an idea of the acting, music and dance involved in the show.

STEP 2 – AUDITIONS

Auditions are only held to cast the main roles in a show. If you just want to take part as a member of the company, no audition is required.

Auditions take place in front of the Casting Team (Production Team and a small group of committee members). They usually take place on a Sunday at The Lamp, Brownhills.

For your audition, you will be given a specific song and excerpt of script to prepare beforehand (these will need to be learnt). Depending on the show, there may also be dance auditions.

The general audition process is as follows:

- Early into rehearsals, the company will be offered the chance to sign up for auditions.
- Shortly afterwards, all audition materials (music and acting pieces) will be made available on the WOS website.
- Members should prepare these pieces for audition (The Musical Director can go through songs with members if required).
- A timetable of auditions will be made available on the WOS website and via social media.
- Members need to arrive for audition a little before their set time and will then be seen by the Casting Team. Usually, they will ask for the piece of acting first, followed by the song.
- Once your pieces have been performed, you may leave. The casting team will then make their decisions and a final cast list will be made available on the WOS website and social media as soon as possible.

We understand that the audition process can be a stressful time for our members and we will always do as much as we can to put everyone at ease. Unfortunately, not everyone can be successful during the audition process. If you don't get the part that you were hoping for, please be assured that there will still be a role for you in the production.

STEP 3 – REHEARSALS

Rehearsals take place every Tuesday and Thursday at The Lamp, Brownhills.

These usually run from 7.30pm until 10.00pm.

If any extra rehearsals are planned, the company will be notified on social media.

We advise that you wear/bring the following:

- Comfortable clothes that you can move freely in (we recommend layers as the rehearsal room can often get quite warm).
- Trainers/comfortable shoes or dance shoes if necessary.
- A water bottle.

We ask that members try to attend all rehearsals. If you are unable to attend for any reason, please contact **Faye Freeman (Members' Secretary) on 07771 884602** with as much notice as possible.

Rehearsals will focus on the music, dance and setting of the show. The focus of rehearsals will be posted on social media so that all members can be prepared.

Later in the rehearsal process, a costume fitting will take place. All costumes will be discussed with individual members to make sure that everyone is happy.

STEP 4 – TECHNICAL REHEARSAL

The next step towards the show is the Technical Rehearsal.

This usually takes place on the Sunday before the first performance. All details will be made available to the company, well in advance.

The Technical Rehearsal will begin with a Band Call. This is a musical rehearsal where the Musical Director will rehearse with the full orchestra and company.

There will then be a full run of the show, on stage at the theatre.

Please be aware that this rehearsal is not for the performers. It is for the benefit of the production and technical teams to make sure that everything is working smoothly. These rehearsals are slow and can take many hours, so please be prepared for this.

During this time, performers will also be allocated dressing rooms and specific positions within these rooms if needed. Costumes, make up and equipment required for the show can be securely left in changing rooms at this point.

Members will also have plenty of time to get to know the layout of the theatre, including all facilities and the Stage Door signing in/out procedure. They will also take part in a safety briefing to ensure that everyone is looked after and knows what to do in case of an emergency.

STEP 5 – DRESS REHEARSAL

The last stage of our rehearsal process is the Dress Rehearsal.

This usually takes place the evening before our opening night.

Dress Rehearsal is a full run of the show, including costume, make up and all technical elements.

The run will begin at 7.30pm to give the Production Team a final running time for the show.

Performers should arrive at the theatre at least an hour before the start of this rehearsal to prepare.

Once the rehearsal has finished, performers will need to get changed (making sure that their costumes are hung up and ready for the first performance). They will then need to leave the theatre promptly.

STEP 6 – SHOW WEEK

After many months of hard work, the show is finally ready to perform for an audience! Performances usually take place in the evenings, with a Saturday matinee performance in the afternoon.

Performers will need to be at the theatre at least an hour before the start of the show and should sign in at the Stage Door.

Upon arrival, performers need to go to their changing rooms to put on costume/makeup. The Musical Director may also run a vocal warmup for the company during this time.

Whilst getting ready, performers will be given repeated reminders of how long is left before the show begins.

5 minutes before curtain up, beginners will be called and should make their way to the stage.

We've made it! Have the most amazing time!