

How to Design Sound (*for a musical*) by Katie Doi 6/1/09

1. Look through the script for anything sound related (effects, noises, etc.) Make a list.
2. Meet with the director, show them your list and ask if he wants to add any other effects.
3. Find the basic sounds on your list.
4. Make your mic plot; look through the script and list all the characters that speak and which scenes they are in. make a chart with scene numbers and/or names on one side and character names on the other (see attached mic plot)
5. Take an inventory of all of your sound equipment, start adjusting the mic plot to compensate for what you have.
 - Write “switch” between scenes on your mic plot where you transfer mics to different actors, if you can’t then you must eliminate the actors who speak the least.
6. Look at the set design for the play and figure out where to place the speakers and aerial and/or floor mics.
 - It is preferred to have them pointing at the audience from where the actors are so it seems as though it is coming that loudly from the actors, and the actors are not speaking from behind you
7. GET TO KNOW YOUR MIXER(a.k.a. sound board) [currently this is the Allen & Heath GL2400]. It is your most useful tool, if you know how to use it properly.
 - Learn about pan the channels to go to your subs
 - Learn how to use auxiliaries to aide pit singers, the musical director and drummer
8. Talk with the musical director and find out where the band will be, and which instruments will need microphones.
9. Set up all mics, speakers, board, and auxiliary speakers.
10. Make sure you get latex sheathes, fanny packs, and batteries (of the correct variety) for the body microphones.
11. Make a cue sheet for any effects and burn an effects CD(s).
13. Have all characters with body microphones speak one at a time to adjust gain and EQ.
12. Make sure everything runs smoothly and works properly.
13. Before each performance, replace old batteries, check the board, speakers, mics, etc.
14. After each show, take batteries out of mics and store mics safely, turn off and cover the board, dry fanny packs, make sure all equipment is safe and off.