

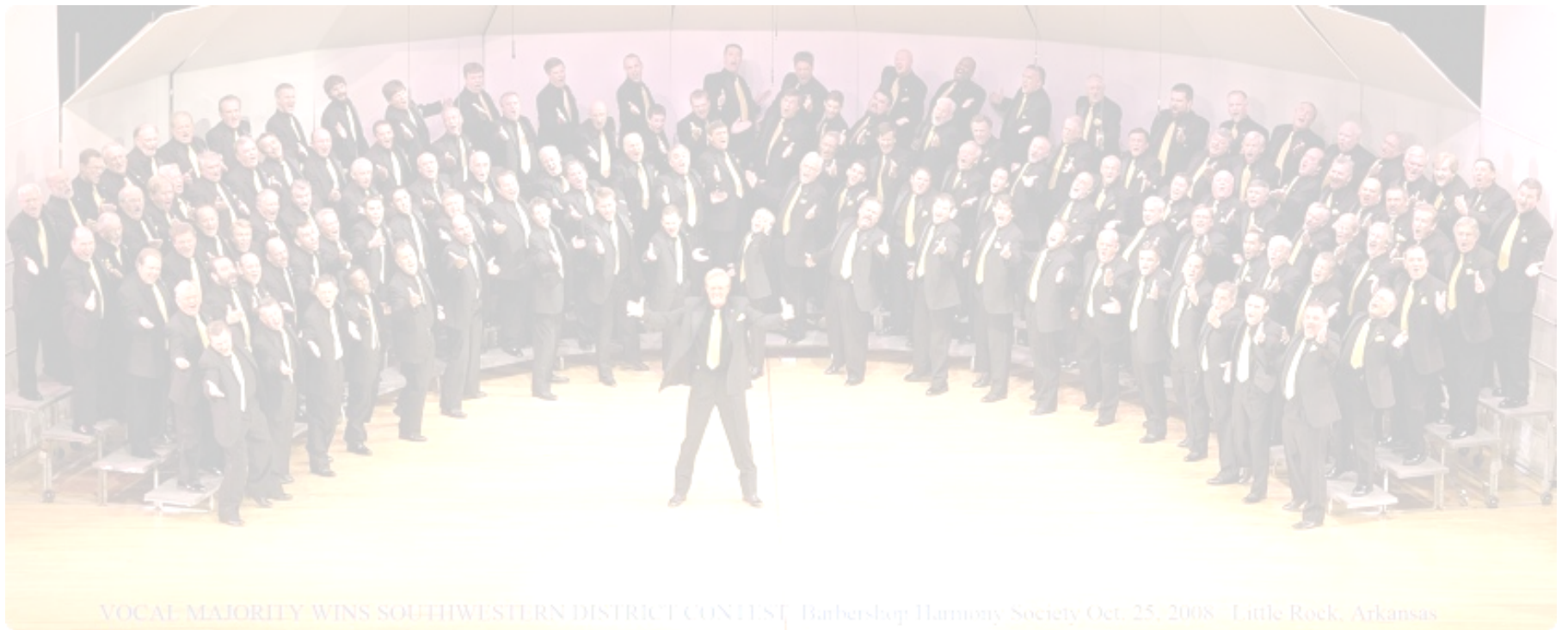
Producer Manual



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Producer Manual



VOCAL MAJORITY WINS SOUTHWESTERN DISTRICT CONTEST | Barbershop Harmony Society Oct. 25, 2008 | Little Rock, Arkansas

Introduction

This producer manual will give you all the steps necessary to create and produce a show for the Vocal Majority Chorus®. These steps include:

- Creating a theme
- Writing a script
- Selecting songs
- Performance Hall Reservations
- Selecting Actors and
- Scheduling rehearsals

Creating a Theme

The theme is the foundation of the show, and is carried throughout the show, fitting everything together. Some examples of themes in the past are, “Best of Broadway” filled with great songs made popular by Broadway, or “Santa’s Little Helpers” a seasonal Christmas theme. To create your own non-seasonal theme follow these steps:

1. Create a theme that is enjoyable and simple
2. Make sure this theme can relate to the majority of the songs the chorus knows
3. Make sure this theme relates to your audience
4. Approve theme with Performance Team
5. Repeat steps 1-4 **if** Performance Team rejects proposed theme



From the 2008 Spring Show: “Aquarius”

Writing a Script

The producer can either have someone write the script or write it themselves using these easy steps:

1. Assign a volunteer within the chorus to write the script or follow steps 2-5
2. Use the theme you created to devise an overall plot
3. Insert segues throughout the script that introduce each of your songs
4. Ensure the script is fun and entertaining for your demographic
5. Approve script with Performance Team

Selecting Songs

The song selection is one of the top priorities in producing an entertaining show and is simplified by these few steps:

1. Select an appropriate number of songs, depending on length, that will carry your show to its allotted performance time
2. Choose mainly songs that the chorus knows or that has been previously sung
3. Ensure you can relate most of the songs to the theme/script
4. Select a few new songs that relate to your theme (no more than three)
5. Approve new songs with Director and Performance Team

Selecting the Actors

The actors can be anyone willing to take the time to perform in the show, to ensure a good actor:

1. Find appropriate persons for acting roles
2. Contact the volunteered actors and audition them
3. Ensure they are willing and able to perform
4. Ensure they are able to attend all three shows and extra rehearsals if necessary
5. Approve actors with performance team



Actors from 2008 Spring Show: "Best of Broadway"

Performance Hall Reservations

The chorus currently performs at the Eisemann Center in Richardson, Tx. It opened in September 2002 and is recognized by clients, patrons and the media as one of the leading performing arts facilities serving the Dallas/Fort Worth area. To ensure time slot at a performance hall:

1. Reserve performance and tech rehearsal days at performance hall a year in advance (This step is usually taken care for you)
2. Schedule time/date to work with lighting director
3. Schedule time/date to work with sound director (usually performance hall employee)



Eisemann Center in Richardson, Tx.

Scheduling Rehearsals

Actor/Soloist Rehearsals

1. Schedule extra rehearsals for actors/soloists only
2. Ensure all parts are known and performed well
3. Determine if other rehearsals are needed, if so schedule an additional rehearsal

Tech Rehearsal

1. Schedule Tech Rehearsal the night before the first show
2. Meet with sound and lighting directors (S/L)
3. Ensure S/L directors are familiar with their specific cues
4. Coordinate chorus, S/L directors, and actors through performance
5. Make note of places in rehearsal that do not engage with overall show
6. Create solution to 'troubled places' and inform parties involved before first Performance

Troubleshooting

Troubleshooting

For additional help you can contact former producers:

- **Al Josephson** Email: al.josephson@verison.org Phone: (972) 555 1866
- **Greg Clancy** Email: gregclancy@jingles.net Phone: (817) 555 4167

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