

MASTER PRODUCTION TIMETABLE									
PRELIMINARY	PRODUCTION BUDGET ESTABLISHED	STAGE MANAGER		BUSINESS MANAGER/ PRODUCER					
	PLAY READING COMMITTEE SELECTED			PERFORMANCE RIGHTS OBTAINED					
	COMMITTEE REPORTS			SCRIPTS ORDERED					
	FINAL SELECTION OF PLAY								
	STAFF ORGANIZED								
DIRECTOR		STAGE MANAGER		RESEARCH		1ST PRODUCTION MEETING		2ND PRODUCTION MEETING	
						PROMPT BOOK PREPARED			
						REHEARSAL WEEK			
						ADDITIONS		CASTING	
						REHEARSAL FLOOR LAYOUT		PROGRAM INFO. GATHERED	
						OBTAIN REHEARSAL PROPS		FINALIZE PROP LIST	
						WORKING REHEARSALS		RUN-THRU'S	
						PRELIMINARY PERFORMANCE TIMING		REHEARSED	
						TECHNICAL REHEARSALS		DRESS REHEARSALS	
						PERFORMANCES		PERFORMANCE PROP CHECK-IN	
						STRIKE		PROPS PUT AWAY	
						DRESSING ROOMS CLEANED		THANK YOU NOTES SENT	
FINAL FINANCIAL STATEMENT									

SCENERY DESIGNER			LIGHTING DESIGNER			COSTUME DESIGNER			REHEARSAL WEEK
TECHNICAL DIRECTION									
SCENERY DETAILS DESIGNED			CREWS RECRUITED			CREWS RECRUITED			
SCENERY BEGUN									
PROPS SECURED									
SET COMPLETED			SPECIAL EFFECTS SOUND RECORDING ARRANGED			LIGHTING COMPLETED			
			CUE SHEETS			2ND FITTINGS			
			LIGHTS W/DIRECTOR			SPECIAL COSTUME PROBLEMS REHEARSED			
FINAL DETAILS						DRESS PARADE			
TECHNICAL REHEARSALS						6			
DRESS REHEARSALS						7			
PERFORMANCES						PERFORMANCE COSTUME CHIEF/M			
STRIKE									
SCENERY STRUCK & STORED						COSTUME CHECK-IN			
BORROWED ITEMS RETURNED						RENTAL COSTUMES RETURNED			
						COSTUME STOCK CLEANED AND STORED			