

Berkeley Dance Project Checklist/Run Sheet Last Updated: 2/21/24				
Time	What	Who	Where	Notes
<i>Preshow Checklist</i>				
12-12: 30pm/6-6: 30pm	<u>Tasks</u>			
	Get keys from Bailey	Ali		
	Unlock and tape doors	Ali		
	Unlock props cabinet	Ali		Make sure all props are there and working (check candle batteries and replace opening night)
	Check attendance	Nick		
	Sweep	Haley+Itarala		
	Mop	Haley+Itarala		
	Check all tapes	Nick		Spike, charge glow, center
	Vacuum crossover	Ali		
	6 chairs set up	Ali		Already set up, just make sure they're there
	Close elephant door	Haley		
	Channel check	Bailey		
	Turn on run lights	Nick		
	Turn off work lights	Nick		
	Check masking	Haley+Itarala		
	Fly in lines 3, 10, 17, 26, 35, 39	Itarala		legs
	Final Check	ASM's		
	<u>Dancers warm-up</u>			Ali will stay in Bancroft with Dancers
12-12: 30pm/6-6: 30pm	Iu-Hui's warm-up		BLS	(Bancroft Large Studio)
12-12: 30pm/6-6: 30pm	Freddie's warm-up; Fei Tien warm-up		BSS	(Bancroft Small Studio)
12-12: 30pm/6-6: 30pm	Reflejos warm-up		Room 7	
12:45-1:15/ 6:45-7:15pm	Poe's warm-up		BSS	
12:45-1:15/ 6:45-7:15pm	Lisa, Teo, Erin, Tati		BLS	
	<u>Dressing Rooms</u>			Zellerbach Dressing Rooms (131,133, and 135) are for Lisa, Iu-Hui, and Poe; Room 7 is for Student Groups and Fall Choreo
12:30pm/ 6: 30pm	Send dancers in 1st half to fitting rooms			
12:30pm/ 6: 30pm	Send dancers in 2nd half, who have lift calls, to fitting rooms			
1:35pm/ 7: 35pm	Send the remaining dancers in 2nd half to fitting rooms			
	<u>Lift call</u>			
12:45-1:15/ 7:00-7:15pm	Onstage Lifts for 1st half			Iu-Hui
1:20-1:35/ 7: 20-7:35pm	Onstage lifts for 2nd half			Lisa, Danceworx, Teo
Before House	Summon Reflejos and Fragments Dancers	Nick	Room 7	
1:45pm/ 7: 45pm	House open			
After house opens	Crew break	ALL		

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Time	What	Who	Where	Notes
2:07pm/ 8:07pm	Curtain			
Reflejos del Sol Grupo Folklórico de UCB (SG2)				
	1st piece cue	Nick	SR3	Verbal (Sinaloa)
	2nd piece cue	Nick+Ali	SR3+LR3	Tap (Yucatan)
	3rd piece cue	Nick	SR3	Tap (Jalisco)
After piece:	Fly in line 37	Itarala	SL3	scrim
Fragments II (FC1)				
	Cue dancers	Ali	SL3	
	Summon Fei Tian and Carving Water dancers	Nick	Room 7 & Dressing Rooms	
After piece:	Fly out line 37	Itarala		
Fei Tian (SG1)				
	Cue dancers	Ali	SL1	
Carving Water (Chua)				
	Cue dancers	Ali	SL3	in blue out; verbal cue
<u>Intermission ~10 minutes</u>				
	Fly in line 37	Itarala	Left wing	scrim
	Check glow tape for Tati	Haley	Right wing	For Tati's blackout
	Summon Other World and Soulmates Dancers	Nick	Dressing Rooms & Room 7	
Other World (Wymore)				
	Fly in line 13 to orange spike	Nick	Left wing	screen
	Fly in line 29 to orange spike	Itarala	Left wing	projector
	Cue dancer (Tati)	Haley	SR	
	Cue dancers (Baba Yagas)	Ali	SL3	Caitlin
	Cue dancers (Baba Yagas)	Haley	SR	during piece
After piece:	Fly out line 13	Nick	Left wing	screen
	Fly out line 29	Itarala	Left wing	projector
	Get candles ready	Haley+Ali		

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Soulmates (FC2)				
	SR Candles + turn on	Haley		
	SL candles	Ali		
	Cue dancers	Ali	SL4	
	Summon Crooked Smile and Keep Going Dancers	Nick	Dressing Rooms	
After piece:	grab candles	Ali+Haley		
Crooked Smile (Poe)				
	Cue poet	Nick	SR1	
	Cue dancers	Nick+Ali	SR2+SL2	
	Summon Fishbowl Dancers	Nick	Room 7 & Dressing Room	
After piece:	Fly out line 37	Itarala	Left wing	scrim
Keep Going (FC3)				
	Cue dancers	Haley	SR4	say "complete" when dancers and scrim are set
After piece:	Fly in line 37	Itarala	Left Wing	scrim
DWX Fishbowl (SG3) - 15				
	Cue dancers	Nick+Ali	SR2+SL2	
<i>Postshow</i>				
	Fly Out: Masking Legs & US Scrim	Itarala		
	Bring in fire curtain	Bailey		
	Untape doors & make sure they are locked	Nick		
	Turn off run lights	Nick		
	Put all props away	Ali		
	Lock props cabinet	Ali		
	Put orange cones back by pit	Haley		