

Set Design

1. Designing
 - a. Schedule a meeting with the Director and/or Tech Director to discuss artistic intent/design direction.
 - b. Background.
 - i. Most difficult, and least necessary. A simple background often makes the most sense.
 - c. The Theater and Dance Department generously allows us to borrow set pieces. Check in with John Ervin about these. It is best to go in with specific pieces in mind, not vague requests.
 - i. Department inventories:
 1. Flats: <http://www.colby.edu/personal/j/jdervin/Inventories/Flats.pdf>
 2. Platforms: <http://www.colby.edu/personal/j/jdervin/Inventories/Platforms.pdf>
 3. Soft Goods: http://www.colby.edu/personal/j/jdervin/Inventories/Soft_Goods.pdf
 4. Staging Equipment: http://www.colby.edu/personal/j/jdervin/Inventories/Staging_Equipment.pdf
 - ii. The T&D Dept. also has most furniture that you may need.
 1. Once you find the furniture you want, check that it is available with John Ervin.
 2. If you are taking it out of Runnals, take a picture of the furniture and email pictures of all pieces to John so that he has a record of it.
 - iii. The T&D Dept also has many doors, but they all need frames and some need hinges.
 - d. If the T&D Dept. does not have the piece you need, you may wish to build it.
 - i. Check with John about what lumber is available, and what tools you must be certified on.
 - ii. Make certain that your frames are stable and can be moved from the shop to the location of the production.
 - e. Paint
 - i. The T&D Dept allows us to use a slop bucket for free.
 - ii. Any scene paint used must be paid for.
 - iii. Speak with John about how to clean the brushes.