



# **The Stage Manager's Toolkit: Templates and Communication Techniques to Guide Your Theatre Production from First Meeting to Final Performance (The Focal Press Toolkit Series)**

*Laurie Kincman*

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As a Stage Manager, you are responsible for organizing rehearsals, running performances, and keeping everyone and everything on track and in sync. To do the job well, you need to be a communication wizard—able to collect a wide range of details and share them as effectively as possible. *The Stage Manager's Toolkit* is more than another overview book which generalizes how to be a Stage Manager. It presents the day-to-day duties in detail—discussing not only what to do but also why. Focusing on communication best practices, the book explores objectives, paperwork, and the questions that need to be asked in order to ensure a smooth production whether on Broadway, at a university, or somewhere in between.

- Introduces strategies for sharing information both in person and in writing
- Explores how document design can enhance the accessibility and effectiveness of your reports, charts, and lists
- Contains principles for web-based information sharing as well as hard-copy paperwork
- Provides customizable paperwork templates on the accompanying website, allowing you to put the ideas to work on your own show

Other features:

Organized based on the chronology of a typical theatre production: pre-production work, rehearsals, the tech period, performances, and post-production duties. In each section, the book outlines the objectives for the stage manager and the communication techniques that will ensure success.

Provides examples of paperwork a stage manager commonly works with, including variations for plays and musicals, shortcuts for shows on an abbreviated time table, and strategies for maintaining consistency and legibility. The book highlights differences the stage manager may encounter when working on professional and academic productions.



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**From reader reviews:**

**Betty Ahlstrom:**

The book The Stage Manager's Toolkit: Templates and Communication Techniques to Guide Your Theatre Production from First Meeting to Final Performance (The Focal Press Toolkit Series) has a lot of knowledge on it. So when you make sure to read this book you can get a lot of profit. The book was published by the very famous author. McDougal makes some research ahead of write this book. This particular book very easy to read you may get the point easily after reading this article book.

**Tanya Minor:**

People live in this new day of lifestyle always attempt to and must have the extra time or they will get large amount of stress from both daily life and work. So, if we ask do people have time, we will say absolutely sure. People is human not a robot. Then we ask again, what kind of activity are you experiencing when the spare time coming to you of course your answer will probably unlimited right. Then ever try this one, reading textbooks. It can be your alternative in spending your spare time, the actual book you have read is The Stage Manager's Toolkit: Templates and Communication Techniques to Guide Your Theatre Production from First Meeting to Final Performance (The Focal Press Toolkit Series).

**Cheryl Ruiz:**

The Stage Manager's Toolkit: Templates and Communication Techniques to Guide Your Theatre Production from First Meeting to Final Performance (The Focal Press Toolkit Series) can be one of your beginning books that are good idea. We recommend that straight away because this reserve has good vocabulary that can increase your knowledge in vocab, easy to understand, bit entertaining but delivering the information. The article writer giving his/her effort to place every word into joy arrangement in writing The Stage Manager's Toolkit: Templates and Communication Techniques to Guide Your Theatre Production from First Meeting to Final Performance (The Focal Press Toolkit Series) yet doesn't forget the main stage, giving the reader the hottest as well as based confirm resource info that maybe you can be among it. This great information may draw you into fresh stage of crucial contemplating.

**Alexander Pridmore:**

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