

# FROZEN

## ASM ASSIGNMENTS

<b>Jolyn Sherman</b>	<b>Kristi Sherwin</b>
Props/Furniture	Costumes/Environment
Preset List/Shift Plot	Costume Plot/Shift Plot
Prompting/Line Notes	Prompting/Line Notes
Track Guard 1	Track Guard 2

### Jolyn

- 1) Help to set up the theatre each night for rehearsal.
- 2) Check in with the prop shop outside of production meetings as needed
- 3) Know what rehearsal props we have, and what will be needed for each night's rehearsal
- 4) Track all hand props and furniture in rehearsal
- 5) Create Preset List
- 6) Work with Kristi to create shift plot
- 7) Once the cast is off-book, share responsibility for prompting and line notes during rehearsals
- 8) Write down all the staging for Guard 1, with enough detail to be able to step in for him in a show should he ever be out sick

### Kristi

- 1) Help to set up the theatre each night for rehearsal.
- 2) Check in with the costume shop outside of production meetings as needed
- 3) Collect and set up any rehearsal costumes each night
- 4) Track all costume changes in rehearsals
- 5) Create costume plot/quick change plot
- 6) Track environmental scenic effects with the plastic (shadow play, things dropping in)
- 7) Work with Jolyn to create shift plot
- 8) Once cast is off-book, share responsibility for prompting and line notes during rehearsals
- 9) Write down all the staging for Guard 2, with enough detail to be able to step in for her in a show should she ever be out sick