

2025 PDA Festival Technical Information

Every theatre and theatre festival are unique – here is a summary of the big details that are important to know about the technical guidelines for this year's festival.

All directors are responsible for reading and understanding the detailed descriptions and instructions in this document.

Wheelwright Auditorium at Coastal Carolina University

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1. The performing area is 40 feet wide and 28 feet deep from the apron edge to the up-stage limit of lighting. The apron extends 13 feet downstage of the proscenium.
2. Note there is crossover space behind the blacks.
3. The lights will be run on a computerized system (ETC GIO Console, with 2x20 Submaster Wing) that allows submaster manual control (recommended). If your production wants to record light cues into the computer, this must be accomplished during your technical rehearsal time period. No cues will be pre-recorded.
4. There will be one aux jack input (to play from Ipod, laptop, etc which are not supplied by Dorman) provided for sound playback.
5. The grand drape may be travelled open and closed for performances, but not flown. It is directly behind the proscenium arch and the operator is located in the stage right wing.
6. There is no cyc to be used for productions. Instead, there are full stage blacks that can be open and closed. The operator is located in the stage right wing.
7. There is a full stage black located at approximately the center of the stage. Schools must designate a person to open and close the curtain if the school wants it to travel. For set-up and strike, the curtain must travel out far enough that a person does not have to hold the curtain back. Nothing is allowed to be attached to any of the soft goods (curtains) in the facility.
8. Productions in each group of performances will each be provided an 8'x8' area to store all of their production materials during the technical rehearsals and performances. **All production materials must fit within the storage space provided.** If you need a costume rack, you will need to bring one.
9. Scenery and costumes can be dropped off to the scene shop at the loading dock at the times designated on your schedules. Space is limited so no scenic or costume items can be stored at the theatre prior to or after your designated technical rehearsal and performance times.
10. There will be CCU students and staff backstage and in the booth during all technical rehearsals and performances. Their goal will be to provide your student crews with instruction and assistance on the equipment, and to allow the visiting crew members as much experience as possible at running the equipment. It is recommended that each school brings technicians to run the light and sound boards.
11. If the CCU crew are needed to run lighting or sound cues, please indicate on the Play Tech Form and verbally inform them at the beginning of your technical rehearsals. A script and cue sheet with **simple cues** must be provided at the technical rehearsal, and a stage manager must call the cues.
12. The same crew members will be present at the consoles for both the technical rehearsals and the performances of your show.

1. Stage Space (see the attached ground plans and section for more info!)

- The acting space is 40 feet wide by 28 feet deep.
- There is additional performance space on either side of the apron. These areas are approximately 7 feet wide by 9 feet deep, directly in front of the proscenium walls. Lighting in this space is limited to front light only.
- The stage floor is black. Please refrain from using set pieces that will scrape or damage the floor.
- The grand drape and mid-traveler can be travelled to reduce the acting area
- The grand drape and mid-traveler operator position is on stage right
- All of the legs, borders, and upstage curtain are black. Legs and borders will not be adjusted for any shows
- No items of any kind will be allowed to be attached or suspended to any part of the fly system, soft goods, or other parts of the theatre.

2. Lighting (Please see the attached lighting plot for more details).

- The light plot will have basic front area lighting, two colors of down light (warm and cool). Lighting instruments will not be permitted to be refocused for individual shows
- The lighting will roughly divide the acting space into 10 areas. Five areas for the apron, and five areas upstage of the proscenium line. These areas are designed to blend into one another.
- There are 2 follow spots that are located on the 2nd floor, in the balcony, on either side of the booth. Headsets will be available with a CCU crew member for assistance and instruction.
- The lighting console is located in the booth at the back of the balcony on the second level
- Directors are allowed to use fog machines and strobe lights in their shows. Each director is responsible for notifying the PDA officers of the use of the machine(s) with the Play Tech Form. The machines cannot be set-up ahead of time. It must be done during the school's setup and strike time. The school must provide the machines and any drop cords that may be needed

3. Sound

- The sound board is located in the booth at the back of the balcony on the second level.
- The sound console is an Allen & Heath DLive 3500
- There will be 1 Aux jack

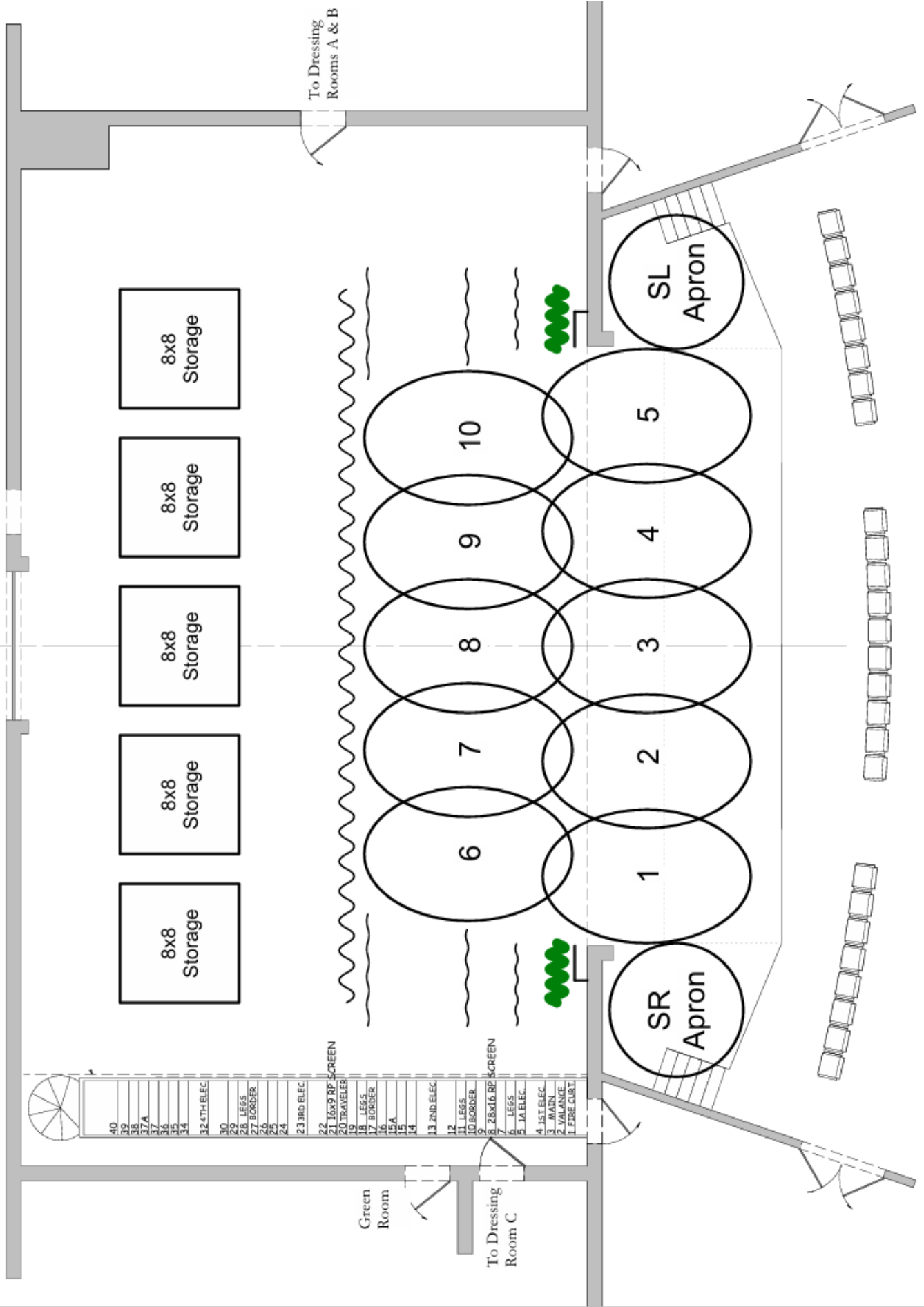
4. Dressing Rooms Each school will be assigned a dressing room on SL on either the 1st or 2nd floor and any mobility issues a school may have should be listed in the Play Tech Form.

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5. Safety

- Stage screws, nails, or any other form of fastener are prohibited from being inserted into the stage floor. Stage weights, not provided by CCU, can be used to "anchor" set pieces. All set pieces must be safely, securely supported throughout the tech time and performance.
- Please avoid using any liquids onstage except water in limited amounts.
- No fire, flames, explosives or incendiary devices are to be used in the building
- Any platform higher than 6 feet must have safety rails in order to be used by persons standing or moving on the platform.

Load Bay, Shop & Tech Office



Submaster List for Wheelwright Auditorium at Coastal Carolina University

Submaster	Purpose	Focus Area
1	Warm Front	SR Apron,
2	Warm Front	3,4,5, SL
3	Cool Front	SR Apron,
4	Cool Front	3,4,5, SL
5	Warm Sides	Full Stage
6	Cool Sides	Full Stage
7	Warm US	6,7,8,9,10
8	Cool US	6,7,8,9,10
9	Work Lights	Stage
10	House Lights	House

Submaster	Purpose	Focus Area
11	Warm OH	1
12	Warm OH	2
13	Warm OH	3
14	Warm OH	4
15	Warm OH	5
16	Warm OH	6
17	Warm OH	7
18	Warm OH	8
19	Warm OH	9
20	Warm OH	10
21	Cool OH	1
22	Cool OH	2
23	Cool OH	3
24	Cool OH	4
25	Cool OH	5
26	Cool OH	6
27	Cool OH	7
28	Cool OH	8
29	Cool OH	9
30	Cool OH	10

Submaster	Purpose	Focus Area
31	Warm	1
32	Warm	2
33	Warm	3
34	Warm	4
35	Warm	5
36	Warm	6
37	Warm	7
38	Warm	8
39	Warm	9
40	Warm	10
41	Cool	1
42	Cool	2
43	Cool	3
44	Cool	4
45	Cool	5
46	Cool	6
47	Cool	7
48	Cool	8
49	Cool	9
50	Cool	10