Theatre Simpson Design and Technologies KCACTF Self Assessment Worksheet
Questions and suggestions to think about, and work on while working on design projects and design boards entered in KCACTF competitions.

General Thoughts:
- Have you read the play, considering the values, themes, ideas, motifs, and elements that make that play meaningful, etc? What is the play about? (Do not give a summary of the events).
- Are you proud of your work? (Because you should be!)

1. Display Board (your design board tells just as much about your design as your design does.)
   a. Statement of Intent
      i. Have you written a statement of intent? (This should be done at the BEGINNING of the process)
      ii. Has it been thoroughly proofread by yourself and another person?
      iii. Do you have a pre and post production statement? (A statement of intent in the beginning process and one of reflection after the close of the show.)
      iv. Have you mentioned important themes and elements about the play that could be used in your work? (Not simply giving a summary.)
      v. Is the writing concise, yet specific? Is your purpose clear and understood?
   b. Processes Photos
      i. Do you have process photos? These photos should be taken throughout the ENTIRE production of your work.
      ii. If there is anything from your design that you built or worked on personally, do you have photos of it?
         1. Show it off! (Stress its importance to the production and your process.)
      iii. Do you have research photos?
         1. Tip: put them near the product that you made to show process.
   c. Production Photos
      i. Are they taken under stage light? (Explain why they should be taken under stage light?)
      ii. Do the photos accurately represent your work? Does it show them off?
      iii. Do you have photos of the whole stage/ then photos of your specific area?
         1. Tip: this helps to give scale and context.
      iv. Are the photos cut nicely?
         1. Straight lines, no rough edges?
      v. Are they clear?
         1. Not pixilated, fuzzy, too dark or too light.
      vi. Do you have captions for these photos?
      vii. Are the photos big enough?
d. General
   i. Can someone who has never heard of the show understand what is going on your work (Can we clarify this sentence somehow?)?
   ii. Have you read the KCACTF guidelines for design/technology competitions?
       2. Make sure to read these guidelines carefully.
   iii. Why did you do it this way? Or why did you pick this format?
       1. Tip: Do not be afraid of this question, everyone does things differently just know why you picked this format/ or if you are a stage manager (blocking style).

2. Supporting Materials
   a. Renderings
      i. Are your renderings on high quality material, using interesting and clear medium to execute the design?
      ii. Are renderings in scale?
      iii. Does the rendering fill the negative space of the paper?
   b. Prompt / Production Book.
      i. Do you have labeled tabs dividing your work?
         1. Are the labels typed, and readable with clear (not colored) tabs?
      ii. Is your work in order from most important to least important?
      iii. Do you have labels for your dividers?

3. Dress
   a. Are you wearing something that you would wear to an interview?
   b. Is the attire distracting or drawing attention away from your work or interview?
   c. Is the attire comfortable? Does it make you feel confident?
   d. Is your skirt too short?
   e. Is your shirt too low?
   f. Does your outfit flatter your body? Is it somewhat modest and professional?
   g. Consider your choice of shoes. They should be comfortable, modest, and attractive. (Consider whether they are heavy on your feet or too tall, etc.)

4. Other
   a. When you are at KCACTF ask questions from others who have done this same thing. Ask them what worked, what did not, and etc.
   b. Take ideas from other people and adapt that to your own work!

Created by: Caleb Carver and Ali Simpson (Fall 2011)