The Technical Directors Toolkit Process Forms And Philosophies For Successful Technical Direction The Focal Press Toolkit Series

The Technical Director's ToolkitProcess, Forms, and Philosophies for Successful Technical DirectionCRC Press

#1 NEW YORK TIMES BESTSELLER • Brené Brown has taught us what it means to dare greatly, rise strong, and brave the wilderness. Now, based on new research conducted with leaders, change makers, and culture shifters, she's showing us how to put those ideas into practice so we can step up and lead. Look for Brené Brown's new podcast, Dare to Lead, as well as her ongoing podcast Unlocking Us! NAMED ONE OF THE BEST BOOKS OF THE YEAR BY BLOOMBERG Leadership is not about titles, status, and wielding power. A leader is anyone who takes responsibility for recognizing the potential in people and ideas, and has the courage to develop that potential. When we dare to lead, we don't pretend to have the right answers; we stay curious and ask the right questions. We don't see power as finite and hoard it; we know that power becomes infinite when we share it with others. We don't avoid difficult conversations and situations; we lean into vulnerability when it's necessary to do good work. But daring leadership in a culture defined by scarcity, fear, and uncertainty requires skill-building around traits that are deeply and uniquely human. The irony is that we're choosing not to invest in developing the hearts and minds of leaders at the exact same time as we're scrambling to figure out what we have to offer that machines and AI can't do better and faster. What can we do better? Empathy, connection, and courage, to start. Four-time #1 New York Times bestselling author Brené Brown has spent the past two decades studying the emotions and experiences that give meaning to our lives, and the past seven years working with transformative leaders and teams spanning the globe. She found that leaders in organizations ranging from small entrepreneurial startups and family-owned businesses to nonprofits, civic organizations, and Fortune 50 companies all ask the same question: How do you cultivate braver, more daring leaders, and how do you embed the value of courage in your culture? In this new book, Brown uses research, stories, and examples to answer these questions in the no-BS style that millions of readers have come to expect and love. Brown writes, "One of the most important findings of my career is that daring leadership is a collection of four skill sets that are 100 percent teachable, observable, and measurable. It's learning and unlearning that requires brave work, tough conversations, and showing up with your whole heart. Easy? No. Because choosing courage over comfort is not always our default. Worth it? Always. We want to be brave with our lives and our work. It's why we're here." Whether you've read Daring Greatly and Rising Strong or you're new to Brené Brown's work, this book is for anyone who wants to step up and into brave leadership.

The Stage Manager's Toolkit, Third Edition provides a comprehensive account of the role of the stage manager for live theatre with a focus on both written and verbal communication best practices. The book outlines the duties of the stage manager and assistant stage manager throughout a production, discussing not only what to do but why. It also identifies communication objectives for each phase of production,

paperwork to be created, and the necessary questions to be answered in order to ensure success. This third edition includes: an updated look at digital stage management tools including script apps, cloud storage, and social media practices; a new discussion on creating a healthy and safe rehearsal space; updated paperwork examples; new information on Equity practices for the student and early career stage managers. Written for the stage management student and early career stage manager, this book is a perfect companion to any university Stage Management course. A companion website hosts customizable paperwork templates, instructional video, links to additional information, teacher tools for each individual chapter, and a bonus chapter on teaching stage management.

This Toolkit provides an overall framework with practical tools and information to help policymakers design and implement corporate governance reforms for state-owned enterprises. It concludes with guidance on managing the reform process, in particular how to prioritize and sequence reforms, build capacity, and engage with stakeholders.

This book offers a highly accessible introduction to natural language processing, the field that supports a variety of language technologies, from predictive text and email filtering to automatic summarization and translation. With it, you'll learn how to write Python programs that work with large collections of unstructured text. You'll access richly annotated datasets using a comprehensive range of linguistic data structures, and you'll understand the main algorithms for analyzing the content and structure of written communication. Packed with examples and exercises, Natural Language Processing with Python will help you: Extract information from unstructured text, either to guess the topic or identify "named entities" Analyze linguistic structure in text, including parsing and semantic analysis Access popular linguistic databases, including WordNet and treebanks Integrate techniques drawn from fields as diverse as linguistics and artificial intelligence This book will help you gain practical skills in natural language processing using the Python programming language and the Natural Language Toolkit (NLTK) open source library. If you're interested in developing web applications, analyzing multilingual news sources, or documenting endangered languages -- or if you're simply curious to have a programmer's perspective on how human language works -- you'll find Natural Language Processing with Python both fascinating and immensely useful.

Safety and Health for the Stage: Collaboration with the Production Process is a practical guide to integrating safety and health into the production process for live entertainment in the context of compliance with applicable codes, standards, and recommended practices. This book explores the need for safety and health to become an integral aspect of theatre production and live entertainment, focusing on specific steps to take and policies to employ to bring a safety and health program into full collaboration in the production process. Readers will learn how to comply with legal codes and standards as they initiate and implement an effective safety and health program in their theatre production organization or academic theatre department. The book includes references and links to other industry-specific safety and health resources, as well as a Glossary of Safety and Health Terms to navigate the safety and health jargon in the context of theatre and live entertainment. Safety and Health for the Stage: Collaboration with the Production Process provides links to electronic versions of sample safety and health programs, industry-specific policies and recommended

practices, and forms and templates related to many of the topics covered in the book. Written for practitioners who are engaged in all aspects of theatre production and live entertainment, as well as educators who train and influence the next generations of these practitioners, this book is an essential resource for creating a positive culture of safety in live entertainment.

Explains how companies must pinpoint business strategies to a few critically important choices, identifying common blunders while outlining simple exercises and questions that can guide day-to-day and long-term decisions.

This book explains why and how drama works as an enjoyable, social, and emotionally engaging way for young people and adults to learn and use a second language within imagined worlds and develop their 21st century skills. A flexible teachers' toolbox of drama strategies is offered and guidance on how to start using drama for learning with language students. Each strategy is presented in detail and used within the exemplar lessons. The authors refer to relevant educational, psychological and neurological theories and cite research that helps account for drama's efficacy in motivating talk and supporting second language acquisition, whilst developing important life skills such as communication, collaboration, critical thinking, creativity and resilience.

The Scenic Charge Artist's Toolkit is a comprehensive guide to managing a theatrical paint shop. This book introduces the many different options available to a scenic charge artist, as well as the fundamental expectations and responsibilities of planning and running a shop. From the pre-production organization, budgeting, sampling, and sealing to practical lessons in efficiency and shop maintenance, this text provides options to organize a paint shop no matter the size of the shop, show, or company. Filled with templates for labor and time estimation, tips on leadership and collaboration, techniques for painting and planning textures efficiently, and sustainable practices in health, safety, and wellness, this book provides guidance and practices to successfully manage the inevitable changes in theatre planning and production. It also offers tips and reference material on employment options, gaining employment, and excelling in this profession. Written for early career scenic artists in theatre and students of Scenic Art courses, The Scenic Charge Artist's Toolkit fills in the gaps of knowledge for scenic artists in the budgeting, planning, and running of shops at summer stock, educational institutions, or freelance working environments. The text includes access to additional online resources such as extended interviews, downloadable informational posters and templates for budgeting and organizing, and videos walking through the use of templates and the budgeting process.

The ground-breaking text that took the lighting world by storm returns in its second edition, unlocking the insider secrets and proven, time-tested methods to succeed as a professional assistant lighting designer. This definitive guide outlines, step-by-step, the daily challenges that assistant lighting designers face during every phase of production, and the solutions for overcoming them. Furthermore, intermingled among the highly detailed paperwork techniques and essential procedures, top industry professionals reveal tips for success in this challenging career. This fully updated second edition features: All new advice,

real-world stories, and current paperwork examples from over 120 working professionals. Updated industry practices with case studies from the professionals themselves, such as how to create a video network to record previews for the lighting department; how much printing is done in an increasingly paperless world; how to produce a set electrics package; and how the industry interfaces with cutting-edge technology like remote followspots and pre-visualization software. New lifestyle tips for traveling abroad, negotiating contracts, and dealing with stressful situations. The Assistant Lighting Designer's Toolkit, the most trusted authority on assisting in the lighting world, equips budding assistant lighting designers and students studying lighting design with the insider knowledge they need to achieve the successful career that they have always wanted—whether choosing assisting as a career or as a stepping-stone toward design. Within these pages are the industry secrets rarely taught in school!

Meet your long-term retention goals with the more than 50 techniques included in the" Nurse Retention Toolkit." Use the retention methods that work and are appreciated by your nursing staff.

Make SEL a way of being—all day, every day, and in any setting The pandemic and subsequent switch to distance learning combined with recent instances of racial injustice has put a spotlight on the cracks in the practice of social and emotional learning (SEL). More than ever before, schools are shifting their focus and prioritizing SEL competencies—around the nation and the world. The call for compassion has never been greater. To easily and effortlessly build SEL into virtual, blended, or in-person environments, behavior experts Jessica Djabrayan Hannigan and John Hannigan have drawn together a collection of tools and processes for SEL that can be applied in any learning environment. In SEL from a Distance, you'll learn: The five SEL competencies and dozens of easy to use processes for building skills in each How to identify challenging behaviors and prioritize, define mastery, and teach the SEL skills necessary to address them Tips for identifying, teaching, modeling, and reinforcing SEL skills in a virtual setting Strategies for applying SEL to the needs of your unique learning environment Let this practical, easy-to-use toolkit guide you through embedding these critical SEL competencies into your virtual classrooms and make SEL a way of being for you and your students—anytime, anywhere.

The Director's Toolkit is a comprehensive guide to the role of the theatrical director. Following the chronology of the directing process, the book discusses each stage in precise detail, considering the selection and analysis of the script, the audition process, casting, character development, rehearsals, how to self-evaluate a production and everything in between. Drawing on the author's own experience in multiple production roles, the book highlights the relationship between the director, stage manager and designer, exploring how the director should be involved in all elements of the production process. Featuring a unique exploration of directing in special circumstances, the book includes chapters on

directing nonrealistic plays, musicals, alternative theatre configurations, and directing in an educational environment. The book includes detailed illustrations, step-by-step checklists, and opportunities for further exploration, offering a well-rounded foundation for aspiring directors.

The Lighting Supervisor's Toolkit guides readers through the Lighting Supervisor's production process with an emphasis on the importance of the collaborative nature of the role. Lifting the veil on a process regularly learned on the job, this book offers a deeper understanding of the role of Lighting Supervisor and how to take lighting designs from dreams to reality. Readers will learn to communicate with designers, analyze drawings, plan installations, document decisions, supervise crews, and innovate out-of-the-box solutions. Providing guidance for technically focused individuals seeking deeper understanding of the profession, The Lighting Supervisor's Toolkit is ideal for students and professional technicians looking to take on important leadership roles in theatrical and entertainment lighting.

This invaluable guide takes a step-by-step approach to the most common and popular theatre production practices and covers important issues related to the construction of wooden, fabric, plastic, and metal scenery used on the stage.

This new edition of the Illustrated Theatre Production Guide uniquely shows you how to build scenery through detailed lessons and hundreds of drawings. The illustrations make this book like no other and offers solutions to problems that you face, from rigging and knot tying, to drapery folding and the most detailed information on metal framing available. Written for the community theatre worker who has to be a jack of all trades and the student who needs to learn the fundamentals, respected author John Holloway teaches in a way that covers the necessities but doesn't bog you down with heavy language and boring verbosity. New features in this book range from expanded information on metal framing and foam construction to brand new elements such as a chapter on stage management and an extremely helpful Website with videos -- meant to go along with the informative section on projects. These videos take you from the drawings and descriptions in the book to the video instructions that will help you learn visually. A must have for the theatre professional as a guide to refer back to over and over again.

This must-have guide to special event production looks deep behind the scenes of an event and dissects what it is that creates success. It analyses the process - the planning and business aspects - to provide a unique guide to producing a variety of events from weddings to festivals. It explains thoroughly budgeting and resource concerns, planning and cost projections and the role of the well-crafted proposal. This new edition has been significantly updated to include: Three new chapters: Event Design, Information Technology and Sustainability and Event Production. Updated and new case studies from USA, Canada , India, Russia and Malaysia. New Industry Voice feature, including an interview with industry experts from around the world commenting on their experiences of event

planning and production. New content on: technology, volunteers, venues and PR and marketing. Enhanced online resources including: PowerPoint lecture slides, checklists, glossaries, additional questions and challenges, web links, sample contract templates, production schedule templates, and evaluation forms. Incorporating pedagogical features, this easy-to-read book is packed with photographs, diagrams, flow charts, checklists, sample forms, and real-life examples. It steps through the whole process from the creativity and proposal at the outset, to budgeting, the contract and risk management with event follow up to conclude. A must have resource for event planners, managers, caterers and students. This text is part two of a two book set - also available is Special Events Production: The Resources (978-1-138-78567-0). This book offers an in - depth guide to the technical aspects of a big event such as lighting and audio systems, visual presentation technology, special effects and temporary outdoor venues.
The Scenic Charge Artist's Toolkit is a comprehensive guide to managing a theatrical paint shop. This book introduces the many different options available to a scenic charge artist, as well as the fundamental expectations and responsibilities of planning and running a shop. From the pre-production organization, budgeting, sampling, and sealing, to practical lessons in efficiency and shop maintenance, this text provides options to organize a paint shop no matter the size of the shop, show, or company. Filled with templates for labor and time estimation; tips on leadership and collaboration; techniques for painting and planning textures efficiently; and sustainable practices in health, safety, and wellness, this book provides guidance and practices to successfully manage the inevitable changes in theatre planning and production. It also offers tips and reference material on employment options, gaining employment, and excelling in this profession. Written for early career scenic artists in theatre and students of Scenic Art courses, The Scenic Charge Artist's Toolkit fills in the gaps of knowledge for scenic artists in the budgeting, planning, and running of shops at summer stock, educational institutions, or freelance working environments. The text includes access to additional online resources such as extended interviews, downloadable informational posters and templates for budgeting and organizing, and videos walking through the use of templates and the budgeting process.
How to use this book: 8 Chapters; 48 Case studies; 20 Tools; 7 Core skills; 29 Designers; 36 Hacks; >150 Visuals.
The Editor's Toolkit: A Hands-On Guide to the Craft of Film and TV Editing is a tutorial-based introduction to the craft of editing. Today's process of media editing is fast and competitive, making this guide a necessity for anyone looking to break into the business. Here, Chris Wadsworth provides 52 media-based examples for you to put together, with the benefit of seeing what he did with those same exercises, giving you essential feedback to improve your technique and learn the tricks of the trade. Accessible and to-the-point, the primer is a must-read for anyone looking to learn both the art and technique of editing. This 4-color guide features: Examples from the world of film and TV that show how even the

greatest directors employ the same techniques in their productions that are mentioned in this guide A look at CV's and the right attitudes that will give you the best chance at breaking into the editing world Intensive sections about the way music and sound editing can shape the entire production A companion website featuring video and other media that you can edit on your own, each featuring examples of cuts and techniques discussed in the book as well as a discussion forum.

The follow-up to the 2000 Golden Pen Award-winning Structural Design for the Stage, this second edition provides the theater technician with a foundation in structural design, allowing an intuitive understanding of "why sets stand up." It introduces the basics of statics and the study of the strength of materials as they apply to typical scenery, emphasizing conservative approaches to real world examples. This is an invaluable reference for any serious theatre technician throughout their career, from the initial study of the fundamental concepts, to the day-to-day use of the techniques and reference materials. Now in hardcover, with nearly 200 new pages of content, it has been completely revised and updated to reflect the latest recommended practices of the lumber and steel industries, while also including aluminum design for the first time.

EBOOK ONLY FRENCH EDITION The Event Safety Guide is the United States' first published safety guidance directed specifically at the live event industry. Culled from existing life safety standards and the insight of top professionals within the event industry, The Event Safety Guide compiles the best operational practices currently available in the live event industry in a single easily referenced manual. The guide is not a "how-to book" or a complicated set of standards. Rather, it is intended to help busy industry professionals know what safe workplace practices might be, heighten their understanding of the importance of safety in everything they do, and apply these best practices in their daily work. Designed for field use, The Event Safety Guide is categorically organized and written in straightforward and easily understood language. Thirty-nine chapters and five appendixes address a broad range of subjects relevant to most events, including emergency planning, weather preparedness, and fire safety, as well as specific technical issues such as pyrotechnics, rigging, and temporary staging. Included appendixes provide additional resources, including helpful planning checklists and information on the National Incident Management System (NIMS) Incident Command System (ICS). All referenced standards are thoroughly cited within the text to ensure readers know precisely where to turn for additional information. Whether you're a seasoned veteran or just starting out in the event industry, you'll find The Event Safety Guide to be an indispensable reference when planning your next event.

In the world of theatre, the technical director is responsible for overseeing the safe and efficient realization and implementation of scenery for the stage. The Technical Director's Toolkit is the first book to address every nut and bolt of this multifaceted job, guiding you though the step-by-step processes of technical

direction and the responsibilities of the TD in the mounting of a theatrical production. Leadership, management, relationship building, personal responsibility, and problem solving are addressed, showing you not only how to become a more efficient and effective TD, but also how to be a collaborative member of a production team that artists will seek to work with again and again. The book also addresses scene shop design, facility repair and maintenance, and finishes with a brief overview of other areas of technical theatre that help round out the far reaching skill set of a successful TD.

Scenic automation has earned a reputation of being complicated and cantankerous, a craft best left to the elite of our industry. Not sure of the difference between a VFD, PLC, or PID? If you have dreamed of choreographing scene changes with computerized machinery, but get lost in the technical jargon the Scenic Automation Handbook will guide you along the road to elegant automation. Adopting a pragmatic approach, this book breaks down any automation system into five points, known as the Pentagon of Power. Breaking down a dauntingly complex system into bite- size pieces makes it easy to understand how components function, connect, and communicate to form a complete system. Presenting the fundamental behaviors and functions of Machinery, Feedback Sensors, Amplifiers, Controls, and Operator Interfaces, the Scenic Automation Handbook demystifies automation, reinforcing each concept with practical examples that can be used for experimentation. Automation is accessible – come along and learn how!

Dance Production: Design and Technology introduces you to the skills you need to plan, design, and execute the technical aspects of a dance production. While it may not seem that staging a dance production is that different from a play or musical, in reality a dance performance offers up unique intricacies and challenges all its own, from scenery that accommodates choreography, to lighting design that sculpts the body, and costumes that complement movement. This unique book approaches the process of staging a dance production from a balanced perspective, making it an essential resource for dancers and designers alike. Covering a broad range of topics, author Jeromy Hopgood takes the reader through the process of producing dance from start to finish – including pre-production planning (collaboration, production process, personnel, performance spaces), design disciplines (lighting, sound, scenery, costumes, projections), stage management, and more. Bridging the gap between theatrical and dance design, the book includes a quick reference guide for theatrical and dance terminology, useful in giving dancers and designers a common working vocabulary that will ensure productive communication across the different fields.

In this companion to his best-selling book, Singleton presents first-person vignettes and a detailed case study showing educators how to usher in courageous conversations to ignite systemic transformation.

In the past, an organization’s technical methodologies were expected to fulfill project management process needs. However, they sometimes fell short of applying what is known today as "professional project management" concepts and practices. Written by one of the

nation's most highly regarded project management mentors, The Complete Project Management Methodology and Toolkit delineates a "business-relevant" methodology that can be introduced across different industries and business environments. The book describes the ProjectPRISMTM Project Management Methodology, an innovative, matrix-based approach to conducting project management that introduces relevant concepts, practices, and tools in an effective project management solution. Aligned with common business practices, Gerard Hill's method demonstrates how to develop project plans, keep on schedule, manage budgets, maintain areas of responsibility, and evaluate a project's progress from concept to completion. The text also offers insight for customizing the methodology to meet the unique needs of individual organizations. Project management has emerged as a professional discipline and is coming into the mainstream just when it appears to be most needed in the business environment. Demonstrating that project management, in many ways, is business management, the author provides an exceptional foundation for creating a fine-tuned project management practice and a relevant business solution for every organization.

The Costume Supervisor's Toolkit explores the responsibilities of a Costume Supervisor within a theatrical, opera or dance production company. Rebecca Pride provides an insight into all manner of processes, beginning with a definition of the role, and offers explanations of the timeline from the first design meetings, leading all the way up to managing fittings and final rehearsals. This how-to guide outlines best working practices, including building a team and creating a Costume Bible, whilst also providing helpful resources such as sizing guides, a list of useful addresses, and case studies from renowned theatrical organizations.

The Director's Toolkit is a comprehensive guide to the role of the theatrical director. Following the chronology of the directing process, the book discusses each stage in precise detail, considering the selection and analysis of the script, the audition process, casting, character development, rehearsals, how to self-evaluate a production and everything in between. Drawing on the author's own experience in multiple production roles, the book highlights the relationship between the director, stage manager and designer, exploring how the director should be involved in all elements of the production process. Featuring a unique exploration of directing in special circumstances, the book includes chapters on directing nonrealistic plays, musicals, alternative theatre configurations, and directing in an educational environment. The book includes detailed illustrations, step-by-step checklists, and opportunities for further exploration, offering a well-rounded foundation for aspiring directors.

This book provides you with the tools required to approach and manage projects. These effective skills will impact positively on the success of both the projects you are involved with and of your organization. Key features * A practical handbook for both career project managers and those involved intermittently with projects throughout their career * Provides simple step-by-step tools for understanding and managing each of the project value-add stages: - Developing a business case - Robust planning - Staying in control - Delivering benefits * Focused on the needs of engineering and other technical project managers, but generic enough to support projects in other areas * Brief and visually led, the Toolkit is designed to get you up and running fast and to increase the certainty of a positive project outcome from day one * Comprehensive real world case studies demonstrate the use of tools Project Management Toolkit introduces the whole project life-cycle. It is the first of four project management titles that separately build skills in critical PM areas and together provide a powerful project management resource. Focused on the needs of engineering and other technical project managers, this book recognises that most non-routine work completed by an organization is a project A practical, hands-on guide to aid those tasked with real industry projects – not a lengthy theoretical textbook, it gets to the point and delivers REAL benefits The book is suitable for both career project managers and those involved with projects intermittently

Now in its fourth edition, Illustrated Theatre Production Guide delivers a step-by-step approach to the most prevalent and established theatre production practices, focusing on essential issues related to the construction of wooden, fabric, plastic, and metal scenery used on the stage. Offering techniques and best-practice methods from experienced industry experts, this book allows readers to create a foundation on which to build a successful and resourceful career behind the scenes in theatre production. The new edition has been fully updated to include the latest technology and current practices, with four new chapters on Safety, Automation, Digital Fabrication, and the Production Process, and an emphasis on inclusivity and gender-neutral language. A must-have resource for both the community theatre worker who must be a jack of all trades and the student who needs to learn the fundamentals on his or her own, Illustrated Theatre Production Guide covers all the necessities of theatre production through detailed lessons and hundreds of drawings. The book also includes access to a companion website featuring instruction videos, tips for an eco-friendly production, and additional images and resources.

The Projection Designer's Toolkit is an insider's guide to the world of professional projection design, serving as a reference for the planning and execution of each step in the projection design process. The text addresses the design process within the context of a professional projection designer's workflow, focusing on specific tools of the trade, best practices for communicating your design to collaborators, tips and tricks, determining budget, working with assistants, and more. Featuring interviews with some of the top names in the industry, the book offers an unprecedented insight into the professional projection designer's process across a wide range of fields, from Broadway and regional theatre to corporate design and music touring. The book also includes in-depth discussion on production process, system design, cue and content planning, content design, digital media fundamentals, media servers, video equipment, and projection surfaces. Additionally, it features hundreds of full-color photos and examples of designer artifacts such as draftings, mock-ups, paperwork, cue sheets, and renderings. Filled with practical advice that will guide readers from landing their first job all the way through opening night and beyond, The Projection Designer's Toolkit is the perfect resource for emerging projection designers and students in Digital Media Design and Projection Design courses.

New public library directors quickly learn what seasoned directors already know: running a library means you've always got your hands full—balancing the needs of staff, patrons, facilities, library boards, and other stakeholders with professional responsibilities like community interactions, legal and financial requirements, and whole lot else that wasn't exactly in the job description. Whether you are considering becoming a public library director, are brand new to the role, or have settled in but find yourself thinking "there's got to be a better way," authors Hall and Parker are here to help. This book walks you through the core components of getting up to speed and then provides templates, sample documents, checklists, and other resources that will make your job easier. Gleaned from their own decades of experience in library leadership positions, in this toolkit they - cover such key topics as employees, trustees, finances, legal issues, library policies, emergency planning, and technology; - discuss strategic planning and share advice on keeping up with trends; - offer nearly two dozen ready-to-use resources, including a Director's Report Template, a Social Media Policy, an Employee Exit Questionnaire, a Library Cleaning Checklist, a Vision Statement worksheet, and more; and - suggest additional learning opportunities in each chapter to help you continue your learning journey. Public library directors can steer clear of common pain points by relying on the expert guidance and organizational aids in this toolkit.

Research shows that up to seventy percent of all change initiatives fail. Let's face it, change is hard, as is getting an organization on board and working through the process. One thing that has been known to be effective is onboarding teams not only to understand this change, but to

see the process and the progress of institutional change. Charting Change will help teams and companies visualize this complicated process. Kelley has developed the Change Planning Canvas, which enables leadership and project teams to easily discuss the variable that will influence the change effort and organize them in a collaborative and visual way. It will help managers build a cohesive approach that can be more easily embraced by employees who are charged with the actual implementation of change. This book will teach readers how to use this visual toolkit to build a common language and vision for implementing change.

Productivity Through Wellness for Live Entertainment and Theatre Technicians provides the tools for individuals and organizations to achieve a healthy work–life balance and increase productivity in the production process of live entertainment. Through examination of the limits of the human body, the fundamentals of motivation, and best practices of project management, the reader will develop operational mindfulness and look at new ways to achieve work–life balance. The book explores case studies that show how organizations are promoting work–life balance and reaping the benefits of increased productivity, makes recommendations to reduce burnout and increase productivity among technicians, and discusses how to deal with the various phases of production. An excellent resource for live entertainment technicians, production managers, technical directors, arts managers, managers in live entertainment, and students in Technical Direction and Production Management courses, Productivity Through Wellness for Live Entertainment and Theatre Technicians offers practical solutions to improve the quality of life of employees, reduce the burnout and injuries of overwork, and maximize the value of an hour.

Enterprise Integration Patterns provides an invaluable catalog of sixty-five patterns, with real-world solutions that demonstrate the formidable of messaging and help you to design effective messaging solutions for your enterprise. The authors also include examples covering a variety of different integration technologies, such as JMS, MSMQ, TIBCO ActiveEnterprise, Microsoft BizTalk, SOAP, and XSL. A case study describing a bond trading system illustrates the patterns in practice, and the book offers a look at emerging standards, as well as insights into what the future of enterprise integration might hold. This book provides a consistent vocabulary and visual notation framework to describe large-scale integration solutions across many technologies. It also explores in detail the advantages and limitations of asynchronous messaging architectures. The authors present practical advice on designing code that connects an application to a messaging system, and provide extensive information to help you determine when to send a message, how to route it to the proper destination, and how to monitor the health of a messaging system. If you want to know how to manage, monitor, and maintain a messaging system once it is in use, get this book.

The Properties Director’s Toolkit is a concise guide to managing a prop shop and show build. Sandra Strawn and Lisa Schlenker skilfully explain and provide templates for organizing and managing a prop shop, from pre-production organization to production processes, budgeting and collaborations with other production areas. The Toolkit also explores how to plan, organize and maintain a prop shop for safe and efficient production work. This thoroughly revised second edition includes two additional chapters on the role of the Props Director and co-productions, along with expanding information in each chapter, including artisan responsibilities, union information, digital collaboration, prop shop organization and construction, and projections.

Lean Software Development: An Agile Toolkit Adapting agile practices to your development organization Uncovering and eradicating waste throughout the software development lifecycle Practical techniques for every development manager, project manager, and technical leader Lean software development: applying agile principles to your organization In Lean Software Development, Mary and Tom Poppendieck identify seven fundamental "lean" principles, adapt them for the world of software development, and show how they can serve as the foundation

for agile development approaches that work. Along the way, they introduce 22 "thinking tools" that can help you customize the right agile practices for any environment. Better, cheaper, faster software development. You can have all three–if you adopt the same lean principles that have already revolutionized manufacturing, logistics and product development. Iterating towards excellence: software development as an exercise in discovery Managing uncertainty: "decide as late as possible" by building change into the system. Compressing the value stream: rapid development, feedback, and improvement Empowering teams and individuals without compromising coordination Software with integrity: promoting coherence, usability, fitness, maintainability, and adaptability How to "see the whole"–even when your developers are scattered across multiple locations and contractors Simply put, Lean Software Development helps you refocus development on value, flow, and people–so you can achieve breakthrough quality, savings, speed, and business alignment.

Helps software organizations build in quality cost-effectively, starting before products are developed. This book is a highly-readable, non-theoretical guide to software quality improvement. It includes 18 "filters" that software development managers can use to instill quality throughout the development process. Presents techniques that can lead to a dramatic reduction in expensive, time-consuming functional testing. Covers all the leading process improvement tools. Managers responsible for quality processes, directors of R&D, development engineers, software testers and QA managers, process improvement engineers, business and engineering faculty, corporate trainers and ISO 9000 implementors.

"Our theater world is so much better with this book in it, and even better with Cary and Jay at the helm." –David Stewart, Director of Production for the Guthrie Theater The Production Manager’s Toolkit is a comprehensive introduction to a career in theatrical and special event production for new and aspiring professionals, given by expert voices in the field. The book discusses management techniques, communication skills, and relationship building tactics to create effective and successful production managers. With a focus on management theory, advice from top production managers provide insights into budgeting, scheduling, meetings, hiring, maintaining safety, and more. Through interviews and case studies, the history and techniques of production management are explored throughout a variety of entertainment venues: theatre, dance, opera, and special events. The book includes references, tools, templates, and checklists; and a companion website contains downloadable paperwork and links to other useful resources such as unions, venues, and vendors.

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