**H**i**ppodrome 2023**

**D**i**rector’s Packet**

**March 31,**

**7pm CAC Theater**

# MISSION OF HIPPODROME

Hippodrome is a celebration of the arts and features the creative talents of Wichita State Shockers! Students interested in participating in Hippodrome can do so in the following ways

* CREATE A SKIT  
  Assemble a group of friends to write, direct and produce a 20 minute production to be performed at the CAC Theater. Skits are judged by faculty, staff, alumni and members of the Wichita arts community. Awards are given in the categories of best actor/actress, script and overall performance.
* SHOWCASE A TALENT  
  Talented Shockers from all areas of the arts take the stage in between skit productions. We welcome all forms of artists including musicians, magicians, comedians, singer/songwriters and more. Variety acts are judged and cash prizes are awarded to the top performers.
* EMCEE THE SHOW  
  Hippodrome is emceed by a selected student performer. This performer will introduce skits, variety acts and keep the audience entertained during any down time. Emcees are provided a small stipend for their time.

The office of Student Engagement, Advocacy & Leadership would like to extend a warm welcome and an advanced thank you to all participants. Your dedication and hard work helps us make Hippodrome possible.

If you have any questions, please do not hesitate to contact SEAL. We will gladly answer and address any questions or concerns you may have. So please be sure to thoroughly read and understand all the Hippodrome rules for this year.

On behalf of SEAL, we are excited about Hippodrome this year and wish all the participants the best of luck, but most of all, HAVE FUN!

**Erica Stacey**Coordinator of Student Experiences

[**SEALevents@wichita.edu**](mailto:SEALevents@wichita.edu)316-978-3022

wichita.edu/hippodrome

# AUTHORITY OF THE

**The Office of Student Engagement, Advocacy & Leadership**

The Office of Student Engagement, Advocacy & Leadership has developed these skit guidelines and rules to produce a competition which is fair, safe, and fun for everyone. As the sponsors of Hippodrome, the committee has final control over all matters pertaining to any performance held under its auspices.

The Office of Student Engagement, Advocacy & Leadership reserves the right to modify performance rules as needed. All changes, whenever possible, will be given to Directors in writing.

Any additions or changes made to your skit needs to be submitted in writing by your Director to the Office of Student Engagement, Advocacy & Leadership.

The Office of Student Engagement, Advocacy & Leadership reserves the right to stop any skit in progress, if the skit’s subject matter, content or other variables significantly change from the original script submitted.

All complaints, grievances or questions should be submitted in writing to the Office of Student Engagement, Advocacy & Leadership care of the Coordinator of Student Experiences, Erica Stacey. Your concern will be addressed as soon as possible and your Director will be given an official reply by the SEAL office.

**Please note that the Office of Student Engagement, Advocacy & Leadership reserves the right to assess additional penalties as necessary.**

# DATES AND DEADLINES

**Hippodrome Packet out**

**Wednesday, February 1**

* **wichita.edu/hippodrome**

**Director’s Meeting #1**

**Tuesday, February 2 – 5:30 p.m. , RSC 257**

* Rules Packets
* Contact Info
* Scheduling Practice/Rehearsal Times
* Rehearsal Schedule
* Playbill Changes
* Theme Clarification

**Director’s Meeting #2**

**Tuesday, February 9 – 5:30 p.m. , RSC 257**

* Director’s Agreement Due
* Drug-Free Policy Agreement Due
* $50 Deposit Due, write check to Wichita State University
* Tech/Dress Rehearsal Selection

**Additional Deadline**

**Tuesday, February 26 – Due by 5:00 p.m. in SEAL, RSC 216**

* Skit Subject proposal due
* Music selections due

**Additional Deadline**

**Tuesday, March 5– Due by 5:00 p.m. in SEAL, RSC 216**

* Cast list/Skit credits are Due
* Description of your Skit for Playbill Due
* Performance Day/Times to be emailed after March 9
* Original Script for review due with cover sheet (3 hardcopies)
  + No digital copies will be accepted, must be in print
  + This is for the SEAL office to review content and express any concerns

**Tuesday, March 19 – Due by 5:00 p.m. in SEAL, RSC 216**

* Final Script due with coversheet, three (3 ) hardcopies
  + 1 DIGITAL PDF copy sent to: [SEALevents@wichita.edu](mailto:SEALevents@wichita.edu)
  + Title: (example)
    - AGD/ChiSig FINAL SCRIPT
* Final Music due on flashdrive with coversheet

**Tech Rehearsals**

**Tuesday, March 21– 6:00 pm in CAC Theater**

**Wednesday, March 22– 6:00 pm in CAC Theater**

**Dress Rehearsal**

**Wednesday, March 28 – 6:00 pm in CAC Theater\***

**Performances and Awards**

**Friday, March 31 – 7:00 p.m. CAC Theater**

DESCRIPTIONS & AWARD[[1]](#footnote-1)S **SKIT PERFORMANCES**

**Hippodrome skits have the following characteristics:**

* **Show length:** 20 - 25 minutes (Minimum and Maximum)
* **Setup/Teardown Time**: 10 minutes
* **Judged Categories**: Acting, Script, Use of Stage/Blocking, Entertainment Value, Use of Music/Sound Effects, Set/Props, and Costumes

**Group Awards**

**The following are awarded based on judges scoring.**

**Categorical Awards**

1st, 2nd and 3rd place awards are given to 5 of the 7 judged categories in the categories of

*Acting \* Script \* Use of Music/Sound Effects \* Sets/Props \* Costumes*

**Overall Trophies**

2nd and 3rd place Overall Trophies are awarded to groups with the highest overall scores tallied/averaged from their two performance. 1st place has the honor of being awarded the highly coveted Hippodrome Traveling Trophy.

**Individual and Related Awards**

**(No points awarded)**

**Best Actor from a Skit and Best Actress from a Skit**

Judges will select the overall best male and female performers. This award is given to an individual and is not calculated into any group’s scores.

**Best Use of the Mystery Item**

Judges will select the best overall use of the Mystery Item. This award is given to an individual skit and is not calculated into any group’s scores.

### Spirit Award

The Spirit Award will be selected by the Office of Student Engagement, Advocacy & Leadership. This award is presented to the group who best embodies the spirit of Hippodrome. The Spirit Award is based on: sportsmanlike conduct, support of Hippodrome events, cooperation with the Office of Student Engagement, Advocacy & Leadership, the faculty and staff, and other criteria.

# Performance Guidelines

**SKIT PERFORMANCE**

**Participants**

Only current WSU students, faculty and staff can participate on stage. There is no restriction against using outside help with the preparation of your skit; however, the intention of Hippodrome is to be student-focused. Any non-students should be recognized in your skit credits which will appear in the Hippodrome Playbill.

**Directors/Liaisons to Hippodrome**

No matter how many individuals or organizations are involved, each skit can only have up to **two (2) people** designated as the official liaisons to the Office of Student Engagement, Advocacy & Leadership. These individuals will be the people that will be contacted in all areas related to the skits, to coordinate Director’s meetings, scheduling of rehearsals and performances, photo shoots for the playbill, rule clarifications or other necessary details. In the event that a Director cannot attend a mandatory meeting, your skit needs to send a designee to the meeting. The appointed directors are the ***only*** members who should be approaching the Office of Student Engagement, Advocacy & Leadership with any concerns, problems, and/or questions.

**\*Groups must be represented at both Director’s meetings to be eligible to participate in Hippodrome.**

**Timelines and Deadlines**

There are several critical deadlines which must be met in order for you to have a good show and for management of this event. Missing deadlines can cause a variety of consequences ranging from not having your show listed in the playbill to the complete elimination of your show from Hippodrome. If your group is having problems meeting the established deadlines, the group’s director needs to communicate the reasons why to the Office of Student Engagement, Advocacy & Leadership. Please refer to the Important [Dates and Deadlines Page](#_DATES_AND_DEADLINES) for complete listing. Points will be deducted for missing and late paperwork. See the [Point Deductions/Additions Page](#_POINT_DEDUCTIONS_/).

# Writing your Script

**SKIT PERFORMANCE**

**Content**

The spirit of Hippodrome is to be celebratory, entertaining, humorous and/or thought provoking. Slanderous, libelous, racist, sexist, homophobic or other mean-spirited content may not be incorporated in your script. Although we do support free speech, Hippodrome skits should be something that everyone enjoys. We expect that groups will avoid implied alcohol or drug usage in skits. The Office of Student Engagement, Advocacy & Leadership reserves the right to ask you to change or remove any content that they deem to be inappropriate.

Skit scripts may be completely original or based off, but not duplicates of, your favorite musical, drama or spoof of a TV show or movie. You will be required to state your show’s inspiration when you submit your skit script.

As stated before, we support free speech, but Hippodrome skits should be appropriate and something that everyone is able to enjoy. Please be mindful of how your content will be perceived by groups other than your peers who attend Hippodrome (i.e., parents, children, faculty and staff members). Additionally, be aware that skits are judged by faculty and staff members who volunteer their time.

A skit should include a script, plot/story line, and characters. Skits typically include multiple characters with some form of rising/falling action. If you are not sure if your performance is a skit, consult with the Office of Student Engagement, Advocacy & Leadership. Additionally, the Office of Student Engagement, Advocacy & Leadership has the right to deem a performance not a skit.

**Rules and Laws Impacting Skits**

Please review the [Facilities Section](#_Facilities)for restrictions which could impact your skit. Your skit can not violate any campus, local, state or federal laws. If you have questions, contact us for advice before moving forward with your ideas.

**Deadlines and Script Changes**

Scripts will need to be turned in by the established deadlines. Review the provided script samples attached to the packet. Please follow the [“GOOD SAMPLE SCRIPT”](#_GOOD_SAMPLE_SCRIPT) as closely as possible, keep in mind that actions and technical cues should be in parentheses. Also, skits will be reviewed for content and used to track your lighting and sound cues (make sure cues are bold or highlighted for easier reading). Any and all script changes must be approved by the Office of Student Engagement, Advocacy & Leadership. **Due to the needs of our technical crew, there will be no additional changes after the final script deadline.**

**Length of Skit**

Due to the need to keep on schedule, skits are not to exceed their allocated times. After your performance exceeds performance time, you will lose points (2 points per minute). Anticipate audience responses which could add time.

**Use of Music/Sound Effects**

There is no judging distinction between live or recorded music, this includes lip-syncing as well. It is up to the judges to decide the overall effect of the presentation of the music/sound effects and how it enhances the skit.

You must work with the *Technical Crew* who will direct you as to what their needs are to incorporate music into your show. One of the challenges most skits face with live music is volume (often too loud), and set up and tear down of equipment.

If your group decides to use prerecorded music, the music must be on individual tracks and on a submitted on a flash drive. It is important to make sure that the music is in **Audio format on a Flash Drive**. Each sound cue should be on a separate track, even if it is the same song. If you fail to check these settings, you risk your music not working correctly.

Music should not be downloaded off a website due to the low quality that it produces at the show. Please purchase your music to ensure good quality.

# Rehearsals

## Closed Practices

Your group will be assigned times when you will be able to practice in the CAC Theater. All participating skits will have the same amount of allocated time. These times will be assigned randomly. If you want to change rehearsal times with other shows, it is your responsibility to work with that director of the skit whose time you want and have them contact the Office of Student Engagement, Advocacy & Leadership to verify the change. All rehearsal times will be reserved with University Event Services and will be the responsibility of the sponsoring group. You must notify University Event Services and the committee at least 24 hours prior to your scheduled rehearsal time if you plan to not use the theater. Points will be deducted for failure to notify before missing a rehearsal.

Beyond the Office of Student Engagement, Advocacy & Leadership members, you decide who you allow in the auditorium while you practice. You are not allowed to watch other skits unless invited by the group practicing.

All sets, props, equipment and other items must be removed from the theater immediately following each and every rehearsal. Clean up fees may be assessed if the theater requires extra attention beyond normal use.

Please remember that your entire group and all of your belongings must be out of the theater by the scheduled end time of your rehearsal.

## Technical Rehearsals - MANDATORY

This is a critical **MANDATORY** rehearsal. Your group will be required to perform your show in its entirety on one of the two tech rehearsal dates predetermined in a Directors Meeting. Groups will set up sets, perform, and tear down your skit as if it were a performance night. Costumes are strongly recommended. Sets should be close to complete and any props should be included in the rehearsal.

Tech rehearsals are critical for the tech team to properly set your sound and lighting cues. This rehearsal time is intended for them and all conversations will be held by the tech/lighting crew. Conversations between actors and directors should take place prior. It is expected that all performers arrive prepared to perform the skit in its entirety and should be able to stop and start per the request of the technical crew and committee.

You are allocated ***1 hour*** to load in, run through your skit, and load out. Technical Notes will be given by the Tech Crew at the end of your group’s run through. With this allotment you should be able to work through any issues, technical or otherwise, that may arise. The Technical Rehearsals are for you to work out any LAST MINUTE technical, staging, props or sets issues. Additional time to work through unexpected technical issues will be decided by the Office of Student Engagement, Advocacy & Leadership and the Technical Crew.

## Dress Rehearsals - MANDATORY

This is a critical **MANDATORY** rehearsal. You will be required to perform your show in its entirety on the specified date in the timeline. Groups will set up sets, perform and tear down your skit as if it were a performance night. **Costumes, props, and sets are required**. **No additions may be made after this point without the prior approval of the Office of Student Engagement, Advocacy & Leadership. Changes will result in deductions of points.**

You will be allocated ***45 minutes*** to load in, run through your skit, and load out. You will only be given time to perform your skit once. Only if there are significant technical difficulties will a skit be allowed back on stage after tear down to work on the issues. This decision is solely that of the Office of Student Engagement, Advocacy & Leadership and the Technical Crew.

# Performances

## Lighting /Sound/ Special Effects

These are not judged categories, but they certainly impact the overall impression of your skit which will affect its entertainment value, which is a judged category. It is your choice how simple or complicated you want the lighting, sound, or special effects to be. The more changes you have in this area, the more possibilities for mistakes. There are limitations on some special effects so please check in advance before assuming you can move forward with an idea. There are regulations applying to ***fog machines, candles, strobe lights and sound***. The Office of Student Engagement, Advocacy & Leadership and the Technical Crew have final say on any and all aspects of this part of your skit. Any questions about lighting/sound/special effects should be directed towards the Technical Crew.

## Curtains, Spotlight, and Equipment

Your group will need to pull the stage curtains. Additionally, you will have access to a spotlight should you want it. You will need to provide someone to operate this as well. Training will be provided on both areas at the **Technical Rehearsals & Dress Rehearsals** and those operators should be present at both rehearsals. **Your operators need to be the same at each rehearsal and performance so that we are only providing one training.** Every time we have to train, you will lose rehearsal time.

## Mystery Item

A Mystery Item will be provided by the Office of Student Engagement, Advocacy & Leadership and must somehow be incorporated into your show. The Mystery Item must be used for, but not limited to, a minimum of two minutes. Judges will be notified of this requirement and will be looking for the Mystery Item. TheMystery Item will be introduced at Technical Rehearsals and is required for skits.

## Facilities

For safety reasons, no scenery or persons are to be flown on stage.

For safety reasons, there will be no construction on the stage. Sets may not be nailed or screwed to the stage. There will also be no painting of sets in the theater at any time.

For safety reasons, there will no live animals on stage.

Performers will need to stay behind a marked line along the front of the stage. Just beyond this line will be microphones for the performers. These microphones are very expensive and groups will be charged the replacement costs if damage is done to them by any of your skit performers.

It is understood that if your group damages the theater or its equipment, your group will be charged for replacement or repair cost associated with the damage.

Motorcycles or motorized vehicles will be allowed on stage with **prior approval** from the stage mangers. No oil or gas will be allowed in the motor or tank.

There will be no sandbags used on stage at any time.

Sets must be able to fit through the back doors of the CAC Theater: ***Height = 89”, Width 66”, and Diagonal = 110”.***

All sets, backdrops, props, equipment, or other items must be removed from the theater upon completion of each performance **except for the** ***MYSTERY ITEM***.

## Skit Tickets

Although you may be participating in a skit, **you will have to purchase tickets to Hippodrome if you choose to view other performances.**. Tickets are $8, $10, and $12 for WSU Students, WSU Faculty/Staff, and the General Public, respectively. Tickets will be available to purchase at the door on the day of the performance.

## Passes

Passes are issued to skit participants who need to come into the front theater doors either to work equipment or enter the stage from inside the theater. All passes must be returned to the Stage Manager before your load out time will stop. All other skit participants **must** enter through the back stage door of the theater. All skit participants other than your spotlight must leave the CAC Theater through the back stage door.

## Playbill Specifics

Hippodrome produces a program for the skits called the Hippodrome Playbill. We will need a brief skit description and cast list by the designated date on the timeline. Additionally, a skit credit list should be included to recognize anyone who helped write, direct, choreograph, design sets, props, or costumes, etc.

Images for the Playbill will include a profile pic of your lead performers. Please submit an individual image of your leads (no more than two). Additionally, please submit a graphic that encompasses the title/theme of your show. To ensure the playbill goes to print on time, please be aware of deadlines listed on page 2 of this packet.

## Drug-Free Policy

Any Hippodrome participants found to be impaired or under the influence of legal or illegal drugs or alcohol at any point from arrival to the end of the event will cause their self or group to be disqualified from Hippodrome. Both legal and illegal drugs and alcohol may affect the participant’s performance, the safety of other participants and puts at risk the reputation of all participants.

Directors and organization presidents will be signing a Drug-Free Policy on behalf of the entire organization to make sure that everyone is aware of this policy. In addition, any individual(s) found under the influence will be reported to the Director of Student Conduct and Community Standards potentially resulting in sanctions for individuals and groups.

# POINT DEDUCTIONS / ADDITIONS

At the discretion of the Office of Student Engagement, Advocacy & Leadership, points will be deducted from group’s scores for missing deadlines and meetings. Points will be added for groups showing a genuine interest in making this year’s Hippodrome a success. Listed below are the ways to lose and earn the points which will be subtracted or added to the group’s overall score.

1. Missing Director’s Meetings
   * 1. **Minus 2 pts (1 pt. per meeting)**
2. Paperwork turned in **LATE**
   * 1. **Minus 1 pt. per missing item, including deposits**
3. Exceeding allotted performance time.
   * 1. **Minus 2 pts. per minute**
4. Failing to get approval for items in the performance
   * 1. **Minus 1 pt. per item**
5. Failing to notify Chairperson/Event Services before missing a rehearsal
   * 1. **Minus 1 pt. per rehearsal**
6. Arrive ***on time*** for scheduled rehearsals (Tech & Dress)
   * 1. **Plus 2 pts. per rehearsal**

**\*\*\*We hold the right to deduct points or disqualify groups if there are any misconduct issues and if anything in the final performance was not approved during tech or dress rehearsals.**

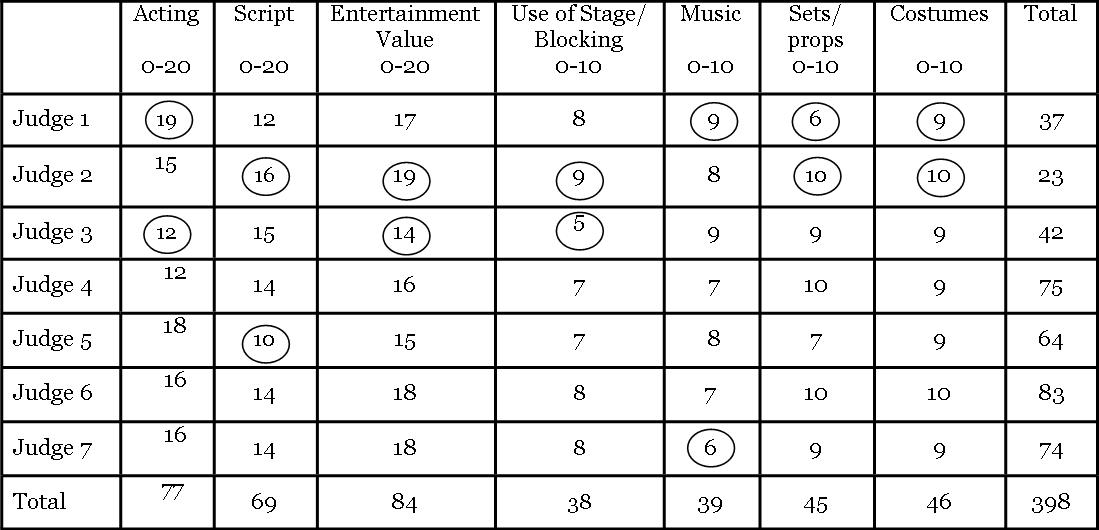
**\*\*\*Representatives for each group must be present at all Director’s meetings to be eligible to participate in Hippodrome.**

# THE JUDGING PROCESS

The judges for the Hippodrome skits are selected by the Office of Student Engagement, Advocacy & Leadership. The judges are selected from a wide variety of backgrounds to reflect the general university and community population. The high and low scores in each category will be dropped to eliminate possible biases. Judges evaluate each show individually. All of the judges’ score sheets will be collected and the scores will be transferred to an overall score sheet similar to the one below.

**Scores from both presentations will be averaged to calculate the overall score. Therefore, both presentations are equally important.**

**Sample: Overall Scoring Form**



## NOTE

To figure out the category scores for the above group, the high and low scores (we have them circled) are eliminated. If duplicate high or low scores are marked in a category only one will be eliminated. The final score is determined by adding the scores together.

## TIE BREAKERS

*Individual Categories*

If there is a tie in an individual category, the highest score from Friday’s performance in the tied category will be used to break the tie.

*Overall*

If there is a tie for 1st, 2nd, or 3rd, place overall, the highest overall score for Friday’s performance will be used as a tie breaker.

# EXPLANATION OF JUDGING CATEGORIES

The following constitutes the judging criteria for skits:

## Acting

1. Is the acting natural, fluid, and not forced?
2. Do the actors stay in character?
3. Are the actors well-rehearsed?
4. Do the actors stay on cue?
5. Are the actors’ voices clear and easily understood?

## Script

1. Is the script well written with an understandable story line?
2. Are the characters well developed?
3. Is the script entertaining?
4. Is the script’s material and language appropriate for the audience to which it will be presented? (Wichita State University and WSU community)

## Entertainment Value

1. Do all aspects of the presentation (i.e. acting, script, use of stage/blocking, music, sets/props, and costumes) come together effectively?
2. Is the crowd response favorable?
3. Is the presentation interesting and entertaining?
4. Would you want to see the act perform again?
5. Are the participants energized and fun to watch?

## Use of Stage/Blocking

1. Does the use of stage/blocking complement the story line?
2. Does the use of stage/blocking have good execution and precise movement?
3. Is the use of stage/blocking visually and theatrically appealing?
4. Is the action directed toward the audience?

## Use of Music/Sound Effects

1. Does the music complement the script?
2. Is the music clear and easily heard?
3. Do songs fit nicely into the show or is the continuity of the show confusing?
4. Are the sound effects well timed?
5. Do the sound effects enhance to take away from the performance?

\*Judges will be notified of any technical difficulties due to support staff.

## Sets/Props

This category includes all sets, backdrops, the ***MYSTERY ITEM***, and any items that physically appear on stage.

1. Do the sets complement the script?
2. Are the sets well built, not flimsy, in construction?
3. How well is the Mystery Item incorporated into the show?

## Costumes

1. Do the costumes complement the story line?
2. Are the costumes appropriate for the time period of the skit?
3. Do the costumes fit the character?

# DIRECTOR’S AGREEMENT

***Please initial and sign this form by the 2nd Director’s Meeting***

\_\_\_\_ I understand I must attend all Director’s Meetings.

\_\_\_\_ I understand groups must attend all Mandatory Technical and Dress Rehearsals.

\_\_\_\_ I have read and understand all aspects of the Rules Packet.

\_\_\_\_ I have read and understand the Judging/Scoring process.

By signing this form, I understand all aspects of Hippodrome that have been given to me. I realize the Office of Student Engagement, Advocacy & Leadership reserves the right to remove any group from the skit competition who does not abide by the rules set forth. I understand that if my group damages the stage or audio equipment, we claim responsibility and will be charged the replacement costs of the damage. I fully understand the rules packets and will demonstrate in good sportsmanship.

(Director’s Signature)

(Name of Organization)

# DRUG-FREE POLICY AGREEMENT

***A representative from each organization involved in your Hippodrome skit,   
and the President of each organization involved, need to sign this form   
by the 2nd Director’s Meeting.***

* With my signature below I acknowledge that no one from my organization will be under the influence of legal or illegal drugs or alcohol while rehearsing or performing in Hippodrome.
* I acknowledge that anyone in my organization of age gives up the right to consume or be under the influence of alcohol in accordance with the above statement.
* I acknowledge that if anyone in my organization is suspected to be in a violation of the above statements that the Office of Student Engagement, Advocacy & Leadership will dismiss my group from Hippodrome.
* By signing this agreement, I am representing my entire organization and commit to informing my organization of this agreement, the policies and expectations, and the repercussions.

(Director’s Signature)

(President’s Signature)

(Name of Organization)

(Director’s Signature)

(President’s Signature)

(Name of Organization)

# SKIT SUBJECT PROPOSAL

***Please complete and return this form by Tuesday, February 26, 2023 to SEAL, RSC 216 by 5:00 pm***

NAME OF ORGANIZATION

TITLE OF SKIT PERFORMANCE

CONTACT PERSON

PHONE NUMBER

EMAIL ADDRESS

Person submitting proposal

Please provide a short description of your skit below:

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Please remember that this information is to benefit the Office of Student Engagement, Advocacy & Leadership. The person listed will be contacted for performance scores and any other questions that may arise during Hippodrome. If this information should change, please contact Erica Stacey.

**(Office Signature)**

**(Date and Time Received)**

# MUSIC SELECTIONS

***Please complete and return this form by Tuesday, February 26, 2023 to SEAL, RSC 216 by 5:00 pm***

***Please include each song title and artist that you will be using during your performance. You may not add songs that are not listed on this form without permission from the Office of Student Engagement, Advocacy & Leadership.***

NAME OF ORGANIZATION

TITLE OF SKIT PERFORMANCE

CONTACT PERSON

PHONE NUMBER

EMAIL ADDRESS

LIST OF SONG TITLES AND ARTISTS:

\_

***If you need more space, you may attach your list to this form.***

Please remember that this information is to benefit the Office of Student Engagement, Advocacy & Leadership. The person listed will be contacted for performance scores and any other questions that may arise during Hippodrome. If this information should change, please contact Erica Stacey.

**(Office Signature)**

**(Date and Time Received)**

# SCRIPT REVIEW COVER SHEET

***Please complete and return this form by Tuesday, March 5, 2023 to SEAL, RSC 216 by 5:00 pm***

**To be attached to three (3) copy of the *Script draft.***

**SCRIPTS MUST BE PRINTED OUT TO BE ACCEPTED!**

**A contact person must be listed.**

NAME OF ORGANIZATION

TITLE OF SKIT PERFORMANCE

INSPIRATION OF SKIT

CONTACT PERSON

PHONE NUMBER

EMAIL ADDRESS

Person submitting script

Please remember that this information is to benefit the Office of Student Engagement, Advocacy & Leadership. The person listed will be contacted for performance scores and any other questions that may arise during Hippodrome. If this information should change, please contact Erica Stacey.

**(Office Signature)**

**(Date and Time Received)**

# FINAL MUSIC COVER SHEET

***Please complete and return this form by Tuesday, March 19, 2023***

**To be submitted with flash drive with queued music and sound effects. Please include the name of your skit in a folder on the flash drive.**

NAME OF ORGANIZATION

TITLE OF SKIT PERFORMANCE

CONTACT PERSON

PHONE NUMBER

EMAIL ADDRESS

Person submitting script

Please remember that this information is to benefit the Office of Student Engagement, Advocacy & Leadership. The person listed will be contacted for performance scores and any other questions that may arise during Hippodrome. If this information should change, please contact Erica Stacey.

**(Office Signature)**

**(Date and Time Received)**

# FINAL SCRIPT COVER SHEET

***Please complete and return this form by Tuesday, March 19, 2023***

**To be attached to the THREE (3) copies of the *FINAL* *Script* your group turns in.**

**A contact person must be listed.**

NAME OF ORGANIZATION

TITLE OF SKIT PERFORMANCE

CONTACT PERSON

PHONE NUMBER

EMAIL ADDRESS

Person submitting script

Please remember that this information is to benefit the Office of Student Engagement, Advocacy & Leadership. The person listed will be contacted for performance scores and any other questions that may arise during Hippodrome. If this information should change, please contact Erica Stacey.

**(Office Signature)**

**(Date and Time Received)**

**Scene 3**

### GOOD SAMPLE SCRIPT

***An outdoor area at night. A large boulder sits upstage as a platform***

**CHARLES**

Gentlemen, be seated! Map!

***(A map is magically lowered from above)***

***(Followspot lights the map as it descends)***

Well, gentlemen, it’s been a long, hard march. This is where we are…

*(Points to location marked on map.)*

Here.

***(Followspot turns off on map)***

*(Reacting to light going out)*

Tomorrow morning at sunrise we go against the Visigoths.

**SOLDIER #1**

*(Jumping to his feet and interjecting)*

Hah, Visigoths!

**CHARLES**

You, sit down!

*(Solider #1 sits)*

Now the main factor in tomorrow’s battle is the terrain. So look at this map. Study it. Remember it.

**SOLDIER #2**

Why can’t we just go out there and slaughter them?

**CHARLES**

Did, someone say something?

*(Soldiers grumble)*

I thought not, but as it has been brought to our attention. War is a science and we can’t just go running about

whilly nilly and just kill at will whoever crosses our path.

**SOLDIER #1**

That takes out half the fun, right there.

*(Soldiers laugh)*

**CHARLES**

There’s plenty of fun…when you win!

*(Soldiers cheer* ***& sound effect of bomb exploding****)*

***(Followspot on Charles)***

WAR IS A SCIENCE

WITH RULES TO BE APPLIED

WHICH GOOD SOLDIERS APPRECIATE

RECALL AND RECAPITULATE

BEFORE THEY GO TO DECIMATE

THE OTHER SIDE

***(Map flies out lights change to red only)***

Scene 3-outside

### BAD SAMPLE SCRIPT

Charles: Gentlemen, be seated! Map! (Map lowered & followspot)

Well, gentlemen, it’s been a long, hard march. This is where we are…(Points to location marked on map)

Here. (Charles reacts to light out) Tomorrow morning at sunrise we go against the Visigoths.

Soldier #1: (Jumping to his feet and interjecting) Hah, Visigoths!

Charles: You, sit down!

(Soldier #1 sits)

Now the main factor in tomorrow’s battle is the terrain. So look at this map. Study it. Remember it.

Soldier #2: Why can’t we just go out there and slaughter them?

Charles: Did, someone say something?

(Grumble)

I thought not, but as it has been brought to our attention. War is a science and we can’t just go

running about whilly nilly and just kill at will whoever crosses our path.

Soldier #1: That takes out half the fun, right there. (Soldiers laugh)

Charles: There’s plenty of fun…when you win!

Soldiers cheer, bomb explodes & spot on Charles.

Charles:

“War is a science with rules to be applied.

Which good soldiers appreciate, recall and recapitulate, before they go to decimate the other

side.”

(Map goes away & lights change)

1. [↑](#footnote-ref-1)