

HADES TOWN

By Anais Mitchell



**THEATRICAL
DESIGN CONTEST
2023-24**



THEATRICAL DESIGN 2024 STATE PACKET

Congratulations

You are headed to STATE in Theatrical Design!

I'm sure that you have many questions. Hopefully this guide will answer most of them. Please read through everything carefully. Whether this is your first year of State Contest or you are a veteran, this is the most up to date information needed to prepare you for a great experience.

The first thing you will need to do is to log on to the following link and complete an RSVP form stating your intentions to attend State. Please complete this step as soon as possible.

<https://forms.gle/xpDuiF844AMidmbKA>

The State Meet will be held at
Austin ISD Performing Arts Center
1500 Barbara Jordan Blvd./Austin, TX 78723

Contest will take place May 10th and 11th according to the following schedule:

May 10th

8:30-1:00	Verification/Corrections of Entries Work Period and Display Conference Specific Schedule in Packet
2:00-3:30	Opening Ceremony Event, AISD
1:00-6:00	Gallery Adjudication (Judges only)

May 11th

8:30-1:30	Oral Presentations/Judge Walk-through
1:30-3:00	LUNCH on your own
3:00	Theatrical Design Awards

NOTE: Strike will follow immediately with everyone except the medalists taking their work home with them.

All Questions about the State Contest should be addressed to
Rachael Gomez, State Contest Director
uiltheatricaldesign.gomez@gmail.com

Contest Entry Submissions

The work at State is judged both digitally and in person to allow the judges ample time to fully assess the work. Therefore, you will need to take care of re-submitting it digitally using the **State Template** and you will also need to mount your work according to contest specifications and bring it with you to the verification period you are assigned.

Digital Resubmission

You will be creating a new entry file with your revised work in the State Template. The same entry portal will be opened to allow you to go into your **Finalist round entry**, delete the Round 1 File and upload the State File. This is the link for the State Submission Template

https://docs.google.com/presentation/d/1UMVkJF6DtDnctJNIL3U5sH9Qt9bY_kiFU3fdZMigpQk/edit?usp=sharing

NOTE: **Once you make a copy of the template to upload your work, you should delete the instructions on the slides provided as you are entering your information.**

For consistency purposes, you are asked to USE the Official UIL State Google Slides template for submission. This will insure ease of viewing for our judges. The template is provided in a 17x17 format to accommodate either portrait or landscape formats. You may add slides where you have multiple layers or pages for viewing as needed. (For example showing internal pages of a program or renderings showing more than one look that would have been formatted for display in a “lift book” or “fold out”). Please make sure that you have reviewed the prompt and checklist to include all required elements and appropriate labeling. You may include photos of your mounted work on the slides but be sure that the judge may also view any layers or pages.

NOTE: Please only use links to anything within your entry that is not on paper. Make sure everything is in viewable form within the Google Slides file and then save it as a PDF for submission. We will not have time to contact you to fix links and access...etc. The types of things that are appropriate for links include transition videos for set or websites and marketing trailers etc. These will be checked only at VERIFICATION.

The most significant part of the digital entries for the judges is the Justification Paper as it is not posted at State. They will only have your digital version to read. Please make sure that it is readable in the slides and again...DO NOT just provide a link to it.

The System will be prepared to receive State Digital Entries starting on April 19th and must be completed by 11:59pm May 1st.

Submission of Actual Artwork

You are permitted and encouraged to make any desired improvements or corrections to your work between now and the State Contest. You will want to review all of the specifications on the checklists within the prompt to make sure you adhere to size guidelines etc. **FAILURE TO ADHERE TO THESE GUIDELINES COULD RENDER YOUR WORK INELIGIBLE FOR JUDGING AT STATE.**

On the **BACK** of ALL items in your entry, please attach one of our identification labels so that if items are separated accidentally, we can get them back to the proper entry. **Your ID Number is very important as it is our only way of tracking your entries.** It is the original number assigned when your entry was first created. The sheet of labels provided in this packet can be printed on Avery 2x4 Mailing labels making them easy to attach.

NOTE: Be sure that all of your work is securely attached to accommodate travel and to prevent damage. Use quality adhesives to attach work to the display boards that are humidity proof to insure your work stays looking its best. There should not be anything on any of your work that could render damage to other work around it (i.e. fake blood, sticky items...) Other issues that will render your work unable to be judged include art wrapping around the mounting boards or extending outside the maximum plate size.

For the first time, we will NOT be mailing in Theatrical Design entries ahead of the contest! You will be bringing them with you to the verification period where they will be checked, you may have a window to make any corrections required for entry and then you will be putting them on the display panels directly. NOTE: We will provide the Velcro Dots for installation. You will report according to the following schedule with your fully mounted projects and a copy of the State Checklist Form.

Combined Conference 1A-3A	8:30-9:30
4A	9:30-10:30
5A	10:0-11:30
6A	11:30-12:30

THEATRICAL DESIGN ID LABEL

Entry Number _____
Student Name _____
Division _____ Category _____
School Name _____
Sponsor Name _____

THEATRICAL DESIGN ID LABEL

Entry Number _____
Student Name _____
Division _____ Category _____
School Name _____
Sponsor Name _____

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Division _____ Category _____
School Name _____
Sponsor Name _____

THEATRICAL DESIGN ID LABEL

Entry Number _____
Student Name _____
Division _____ Category _____
School Name _____
Sponsor Name _____

The Verification Process

The Verification Process is a critically important step because it certifies that you have followed all of the rules of the contest and can therefore, be allowed to compete. It is not a process where we are looking to eliminate or disqualify work, but rather to bolster it to insure that anything viewed at State is something permissible. Students and teachers throughout the state will be looking at this year's work as an example of what to aspire to next year, so everything they see should be admissible. This is why we have this process. Contest officials will review your work according to the issues on the verification forms for each category prior to your arrival at State. They will flag any issues or sign off on the work and you will receive that notification when you arrive. You will be given one hour from your check-in to the verification period to correct any issues that would cause your work to not be allowed. Once your work is verified, you will mount your work on the assigned display panel and you may leave and return after lunch for the special afternoon activity.

The best way to insure that you have no major issues is to go through the verification checklists yourself. We ask that sponsors sign that they have reviewed the submission and believe it to be in compliance. If you are not sure if something is correct, you have time to ask a question and adjust accordingly prior to arrival. This should eliminate most issues right off the bat. However, it is important to be prepared to make adjustments. We recommend bringing your own travel kit with tools and materials to be ready for anything. We also strongly suggest you bring files of anything you might need or want to reprint. The more prepared you come to contest, the less last minute running around in crisis mode you will do.

Each of the Verification Checklist Forms are provided here. Please REVIEW THEM as there were some clarifications made to the ones in the original prompt. Please note that Groups will complete all 4 forms for their group.

ALL WORK MUST GO THROUGH THE PROCESS. IF A STUDENT IS UNABLE TO ATTEND, THE SPONSOR MUST ARRANGE TO COMPLETE THE PROCESS ON THE STUDENT'S BEHALF.

Any questions regarding the Verification Process should be directed to Rachael Gomez, Contest Director at uiltheatricaldesign.gomez@gmail.com

2023 - 24 Set Design—State Display Verification Requirements

Max Size Content

Plate 1 10"x 15"x1.5" **Theme Inspiration Board**

Plate 2 11"x 17" **Full Color Rendering OR Photos of Scale Model (aboveground)**

- Musical Title is Labeled (Hadestown *by Anaïs Mitchell*)
- Act and musical number is Labeled

Plate 3 11"x 17" **Full Color Rendering OR Photos of Scale Model (underworld (Hadestown))**

- Musical Title is Labeled ((Hadestown *by Anaïs Mitchell*))
- Act and musical number is Labeled

Plate 4 11"x 17" **Scenic Transition Plan**

- Musical Title is Labeled (Hadestown *by Anaïs Mitchell*)
- Acts and musical number is Labeled

Plate 5 11"x 17" **Hand Drafted or Computer Aided Drafting Ground Plan for Plate 2 or Plate 3**

- **MAY USE Provided Template**
- Includes Marked Page Border
- Includes Full Title Block
- Shows Basic Structure of Venue & Audience Position
- Dimensions are Labeled. *(If hand drafted, must be in pencil or pen.)*

Special Instructions

- **Source citation labeled in front lower left corner**
- Designers may choose one of the three types of stages and should use provided architectural configuration: Proscenium, Thrust, or Theatre in the Round. Front views provided for reference only. **Designers may do their own drawing without using the ground plans provided.**

General Instructions

- Used Solid Black Mat or Foam Board in correct sizes (No Posterboard)
- Other than artwork, all visible surface area is the Black Mounting Board
- No materials wrapped around or items extended past sides
- No food, toxic, perishable, flammable, electronic or medium that can damage display

I, _____, as Theatrical Design Sponsor, hereby certify to the best of my ability that we have adhered to these requirements in preparing this entry for contest submission and that ALL artwork is the original creation of the designer submitting it or is fair use as justified in the justification paper and or plate labeling.

Sponsor Signature

Date

2023 - 24 Costume Design–State Display Verification Requirements

	<i>Max Size Allowed</i>	<i>Content</i>
Plate 1	10"x15"x1.5"	Theme Inspiration Board
Plate 2	11"x17"	Colored Illustration of Character Progression <ul style="list-style-type: none">• Musical Title Labeled (<i>Hadestown by Anaïs Mitchell</i>)• Character's Name Labeled• Act and Songs Labeled• Must show at least aboveground look and underworld (Hadestown) look
Plate 3	11"x17"	Costume Parade View of at least three characters <ul style="list-style-type: none">• Musical Titled Labeled (<i>Hadestown by Anaïs Mitchell</i>)• Characters' Names Labeled• Act and/or Song(s) Labeled• Minimum of 3 Characters Included
Plate 4	11"x17"	Full Colored Rendering OR Photos of Realized Design <ul style="list-style-type: none">• Musical Title Labeled (<i>Hadestown by Anaïs Mitchell</i>)• Character's Name Labeled• Act and/or Song(s) Labeled• Swatches (must be actual fabric for State)

Special Instructions

- Source citation labeled in front lower left corner
- No fully realized settings (may use horizon line, ink blot, shadowing, etc)
- The designer may choose any characters for each plate, but may not REPEAT a character across plates as counting in the required total for that plate. (i.e. if you did the progression of Eurydice and she appears in the song for your costume parade view, there should be 3 other designs in that plate as well and your full rendering would be a different character.)

General Instructions

- Used Solid Black Mat or Foam Board in correct sizes (No Posterboard)
- Other than artwork, all visible surface area is the Black Mounting Board
- No materials wrapped around or items extended past sides
- No food, toxic, perishable, flammable, electronic or medium that can damage display

I, _____, as Theatrical Design Sponsor, hereby certify to the best of my ability that we have adhered to these requirements in preparing this entry for contest submission and that ALL artwork is the original creation of the designer submitting it or is fair use as justified in the justification paper and or plate labeling..

Sponsor Signature

Date

2023 - 24 Hair/Makeup Design—State Display Verification Requirements

	Max Plate Size Allowed	Content
Plate 1	10"x15"x1.5"	Theme Inspiration Board
Plate 2,4,6	10"x15"	Colored Map of Hair and Makeup Design (1 per plate) <ul style="list-style-type: none">• Musical Title Labeled (<i>Hadestown by Anaïs Mitchell</i>)• Character Name Labeled• Product Legend Indicating Supplies Needed• Instruction Notations as needed• May use a standard makeup chart or make one of their own
Plate 3,5,7	10"x15"	Photo(s) of Realized Hair and Makeup Design <ul style="list-style-type: none">• Play Title Labeled (<i>Hadestown by Anaïs Mitchell</i>)• Character Name Labeled• Minimum of Full Front View

Special Instructions

- Designer's Choice for all characters
- **Source citation labeled in front lower left corner**

General Instructions

- Used Solid Black Mat or Foam Board in correct sizes (No Posterboard)
- Other than artwork, all visible surface area is the Black Mounting Board
- No materials wrapped around or items extended past sides
- No food, toxic, perishable, flammable, electronic or medium that can damage display

I, _____, as Theatrical Design Sponsor, hereby certify to the best of my ability that we have adhered to these requirements in preparing this entry for contest submission and that ALL artwork is the original creation of the designer submitting it or is fair use as justified in the justification paper and or plate labeling.

Sponsor Signature

Date

2023 - 24 Marketing Design – State Display Verification Requirements

<i>Max Size Allowed</i>	<i>Content</i>
Plate 1 10"x15"x1.5"	Theme Inspiration Board
Plate 2 11"x17"	Original Production Poster <ul style="list-style-type: none">• Musical Title, Playwright Labeled• Dates, Time (7 PM), Location, Ticket Info included• Reflects League High School as the producing organization
Plate 3 8"x10" w/ pocket*	Production Program <ul style="list-style-type: none">• Musical Title, Playwright, and Publisher Required Billing• Cast and Crew Listed• Minimum of 4 Pages / Maximum of 8 pages (1 page = 8.5" x 5.5")• 3 copies for the pocket• Pocket built to specifications*
Plate 4 10"x15"	Specialty Campaign Pitch Ideas <ul style="list-style-type: none">• Musical Title Labeled (<i>Hadestown by Anais Mitchell</i>)• 2 campaign ideas explained
Plate 5 11"x17"	Specialty Campaign Pitch <ul style="list-style-type: none">• Musical Title Labeled (<i>Hadestown by Anais Mitchell</i>)• 1 Realized Idea represented (unique to Plate #5—not one of the proposed ones from Plate #4)

Special Instructions

Program Must Include:

- Originally produced on Broadway by Mara Isaacs, Dale Franzen, Hunter Arnold, and Tom Kirdahy
- Original New York Production developed with and directed by Rachel Chavkin
- **Source citation labeled in front lower left corner**

General Instructions

- Used Solid Black Mat or Foam Board in correct sizes (No Posterboard)
- Other than artwork, all visible surface area is the Black Mounting Board
- No materials wrapped around or items extended past sides
- No food, toxic, perishable, flammable, electronic or medium that can damage display

I, _____, as Theatrical Design Sponsor, hereby certify to the best of my ability that we have adhered to these requirements in preparing this entry for contest submission and that ALL artwork is the original creation of the designer submitting it or is fair use as justified in the justification paper and or in the plate labeling..

Sponsor Signature

Date

Required Artistic Source Citation

This year we added the requirement of Source Citation and had students complete a Source Citation page in their submission in the form of a spreadsheet. FOR STATE, that page will still be included in the DIGITAL SUBMISSION.

Source Material Used	Plate Where it is utilized	Source or Application Used
Set Rendering	Plate 2	Vectorworks
Photograph of Actor in Makeup	Plate 5	Original Photograph
Special Font	Plate 3	DaFont
Original Work by Designer	Plate 3	Digitally drawn
Original Work by Designer	Plate 3	Hand drawn
Poster Logo	Plate 2	Canva AI Generator

NOTE: We DO NOT require citations on Plate #1 - (inspiration/theme/mood board)

For the DISPLAY, we are asking that the information for that plate be labeled in the lower left corner of the front of the plate so we do not have to add an additional space on the panel for a separate document.

CLARIFICATION ON PUBLISHER INFORMATION

THIS WAS THE DIRECTIVE TO US AS A CONTEST TO INFORM YOU. IT DOES NOT HAVE TO APPEAR IN PRINT ANYWHERE.

INFORMATION DIRECT FROM CONCORD THEATRICALS:

Since *Hadestown* is not available for licensing just yet, when you send the below billing information to students and teachers our legal team has asked that you include the following notice, "This billing is for theoretical use only and is subject to change. Any future art and/or marketing productions of *Hadestown* should come directly from the production license with Concord Theatricals."

Author Credit (The author's name will appear in all instances in which the title of the Property appears, including all programs, web pages, house boards, and publicity and advertising in all media (including all print and electronic media) within the control of Licensee. Except as otherwise specified below, the name of the Author will appear on a separate line on which no other name appears as set forth below immediately following the title of the Property and will appear in size type not less than fifty percent (50%) of the size of the title type, as follows:

HADESTOWN

By Anaïs Mitchell (50%)

Production Credit (The following shall appear in clear and prominent text on the title page of all programs only for amateur productions. Such credits shall appear in a size no smaller than the type size used for the designers of such production.)

Originally produced on Broadway by Mara Isaacs, Dale Franzen, Hunter Arnold, and Tom Kirdahy

THIS IS TYPICALLY THE FRONT INSIDE PAGE OF PLAYBILLS. IT DOES NOT HAVE TO BE ON THE COVER.

Note on typing the umlaut Anaïs Mitchell:

Mac users: hold down option key, type u, release option key, then type i

Windows users: Hold down the "Ctrl" and "Shift" keys, and then press the colon key. Release the keys, and then type i.

It will produce i

Mounting and Display Guidelines

Our guidelines on how work is to be mounted may seem picky, but they serve the purpose of unifying the overall look of the contest gallery, effectively using the display space on the panels and maintaining workable sizes for both display and transport. They also serve to help protect your work so that it will stay looking nice throughout the contest and beyond should it go on to be part of our travelling display. Please review this information and know that failure to do so correctly now will mean having to correct it in the verification period or risking ineligibility for judging.

Artistic Medium:

The artistic medium used in illustrating designs is not restricted with the exception of the use of toxic, perishable, aerosol, flammable or food items. Also the use of electronic devices (lighting, ipads...etc) is not permitted as part of the display. It is critical that nothing from your work can come off onto anyone else's work or the display panels and potentially damage them so be mindful of your materials.

Mounting:

All items shall be mounted on a stiff backing of either solid black foam-core or solid black matte board (NOT POSTERBOARD) of the indicated sizes (or smaller) for each plate within your category. Any part of the backing material visible on the display surface should be black. Black masking tape may be used to cover board edges that are not black or may be roughly cut. Artwork may cover the front surface of the board, but may NOT wrap around the board or extend beyond the maximum perimeter of the plate. Display boards may have a three-dimensional depth of no more than 1.5" from the back of the mounting board to the furthest raised point and may include a shadow box frame made also of solid black foam-core or matte board. Displays for removable items other than the marketing program may include a clip or a pocket and items may be created to open or flip up for viewing as long as the total thickness of the display does not exceed the 1.5 inch depth, the plate doesn't exceed the maximum size and as long as the weight of the plate does not pull on the display panel fabric.

NOTE: for Marketing Design (Individual and Group), there is now a uniform mounting plate design for displaying your program. See the specifications for constructing the special pocket plate included in this packet.

At State, papers and prompt addresses are not mounted. The justification paper will only be submitted in the digital submission and the prompt address will be submitted digitally as well so that we can print uniform display labels with them ahead of time.

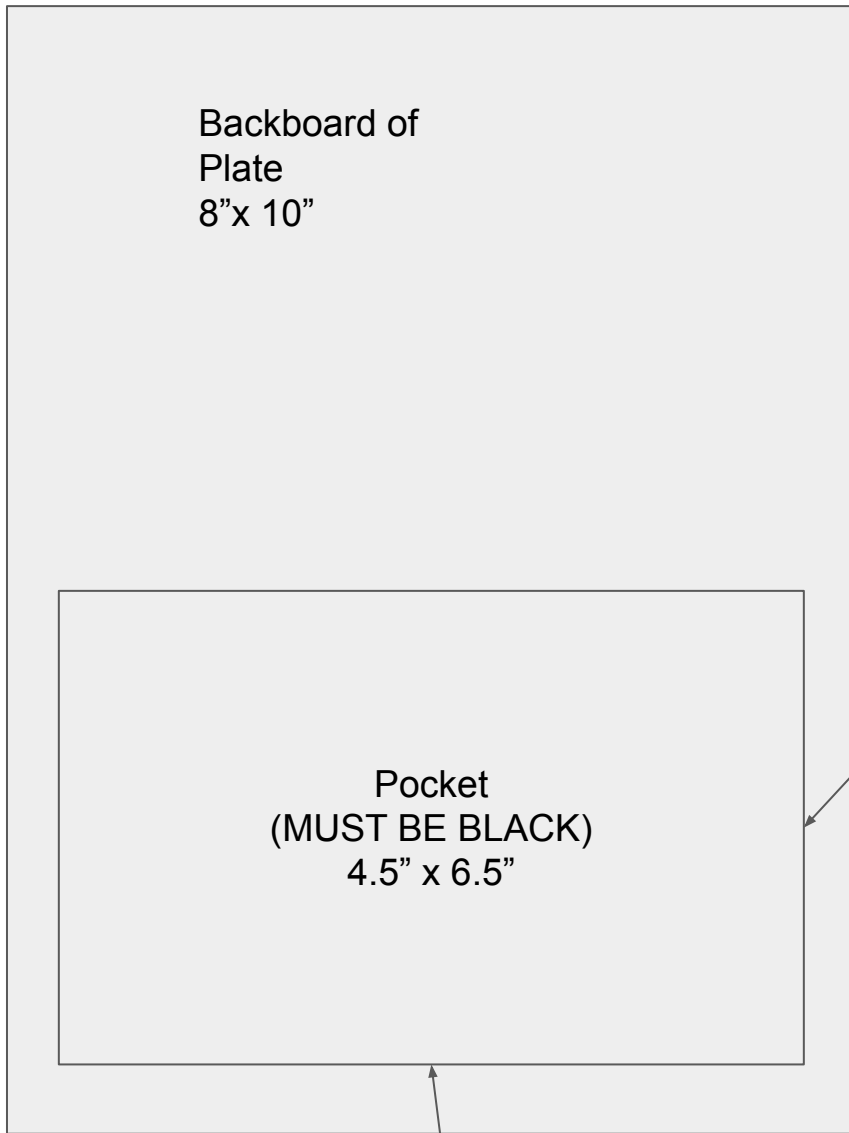
Please be sure that all items are attached extremely well to your plates so that they can survive the exhibit. The main focus of ALL displays is the students' design work and required labeling. Extra decorative items often distract from this focus. Designers should use discretion when assembling their displays and keep their work as the key focal point of all plates.

Labeling:

The challenges request certain things be labeled within submissions. In all cases, labeling should be clearly readable, consistent in style, and in keeping with the professional nature of a design display. In referring to the title of the play, please be sure to adhere to the publisher's guidelines for the actual title. In the case of this year's play, the title is Hadestown by Anais Mitchell.

Program Display Pocket Plate Instructions

Front View



Side View

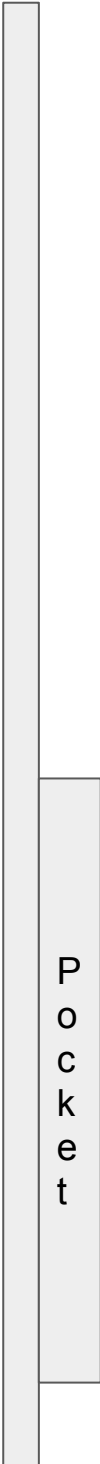
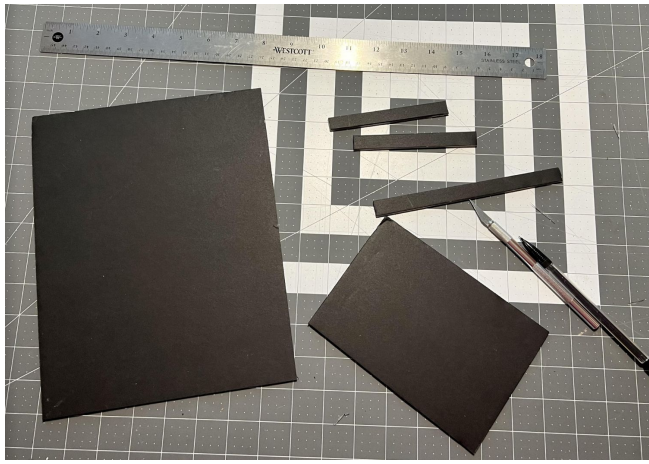


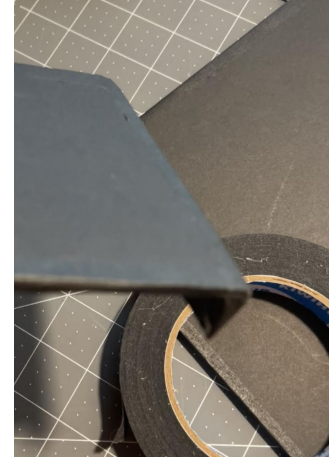
Plate should be 8x10 and constructed with either solid black foam-core or matte board so that all visible edges are black. Edges may be taped with black tape.



You will need to cut the following from black foam-core or matte board.

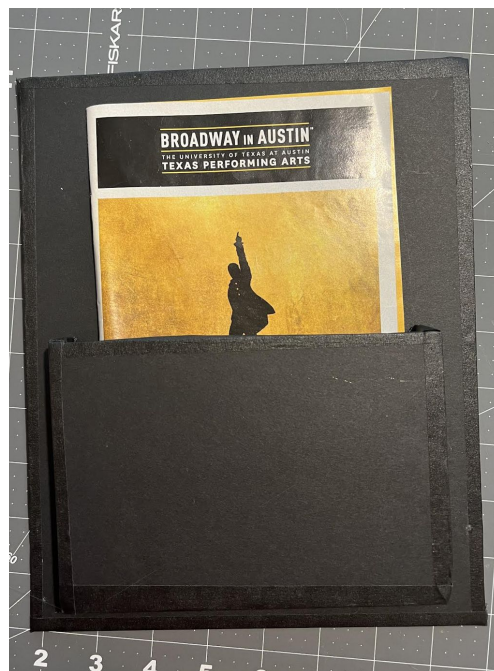
- (1) (1) 8"x10" rectangle for the backboard
- (2) (1) 4.5"x6.5" rectangle for the pocket front
- (3) (1) 6.5" x .5" strip for bottom of pocket
- (4) (2) 4.25"x .5" strips for the pocket sides.

Hot glue the pocket sides to the pocket front as shown



If your foam-core has edges that show, you can cover them with black masking tape for a neat finished edge. This is also helpful on any of your mounting boards that may end up with rough or discolored edges.

Measure your backboard for pocket placement .75" from the edge of the board and glue it in place.



Program Pocket Ready for Display.

Don't forget to put an entry label on the back of it.

Contest Day

Oral Introductions:

As part of the State Contest, each entry will participate in an ORAL INTRODUCTION of their work. Designers will have a MAXIMUM of 90 seconds (Groups 3 Minutes) to tell the judge anything they would like to about their contest process or product. They may use a notecard for reference. They will present this intro to the judge in front of their work in the gallery so they can use it for reference. The other contestants in their category will be in the area as well, but the students need only address the judge. Topics can include explanations of their favorite elements, their biggest frustration and how it was solved, the most interesting thing they learned in the design process....etc.

The entire point of this part of the contest is to initiate conversation between the student and the professional about their work. After the student completes their intro, the judge will comment and may ask questions about what the student told them. This is not the contestant's critiques. Their critiques will be contained in ballots distributed through the entry system after the contest.

All entries must have an oral presentation. In a group, the three minutes may be divided amongst the group or presented by a singular spokesperson from the group. When asked if this element counts as part of the overall decision, the best answer I can provide is that the design work judging has already been completed by the time this portion starts. However, judges do not finalize their scores until this section is completed. In the history of the contest, it has only helped matters by perhaps bringing some clarity that was missing from the explanations in the paper or a connection was made that brought new light to the design. Students should not fear that what they say will "hurt their chances." Being able to communicate with a professional designer about their work is an opportunity.

The schedule will be posted at the verification period for the following day's presentations. If a student has a conflict with the scheduled time, please notify the contest director immediately so it can be re-scheduled accordingly.

Awards Ceremony:

The awards presentation will take place in the theater at 3:00pm. Students and teachers should dress appropriately as they will be photographed by the UIL Photographer. Medals will be presented for First through Sixth place in all events. The ceremony is open to the public for friends and family to attend.

Following awards, students not receiving medals will be asked to take their entries home. Any unclaimed work will unfortunately be disposed of.

We hold on to all of the medalists to be displayed at the One-Act Play venues during their contest. Following those contests, 4th-6th place medalist's work will be mailed back to the submitting schools. 1st-3rd Place winners' work is retained to be displayed at events and conferences throughout the upcoming year including UIL Capitol Conference and Student Activity Conferences, TxETA DesignFest and concluding with the State Thespian Festival. We are very proud of the work done by our student competitors and we also recognize what an inspiration their work is for future competitors.

PRO TIPS

Prepare a Road Kit for Repairs

Whether you have an issue at verification or your entry was damaged in travel, you want to be prepared to get it looking its best during the verification time. In order to be prepared for anything, pack a Road Kit that has the kinds of tools and supplies you may need. Suggested items include:

- Files of anything you printed for your entries in case you need to reprint
- Extra Black Mat board
- Scissors/Mat Knife
- Adhesives
- Black Masking Tape
- Black Card Stock
- White Card Stock
- Fine Sharpies for Labeling (Black, White)
- Prismacolors (for touchups in damaged areas)
- Extra Blank Entry Labels

Be Punctual

Austin traffic is no joke. Plan your routes and allow extra time for contingency.

Dress for Success

Verification Day is a work day so dress comfortably for working on your display and for participating in our afternoon activity.

Contest Day is your best foot forward. While we do not have a dress code, you will want to look your best for your presentation and to potentially receive an award on the State stage. When in doubt, dressing in black is always acceptable for technical presentations.

Practice your Presentation

You will not be judged on your delivery, but rather on what you have to say about your work. You are welcome to use notes if you want to read it. The more you practice saying it outloud to people, the more comfortable you will become doing it so that you can enjoy this moment with the judge. They love getting to know you a little bit after having seen your work. Do not let your fear of doing this portion cause you to miss out on the fun of the State experience. You will be fine.

State T-Shirts

There will be a vendor selling Theatrical Design State shirts that list the qualifier's names on the back of them. It's a good idea to bring souvenir money to purchase them on site. They do not have a way for us to send out any pre-orders.

Be Flexible and Patient with the Staff

They are all volunteers there to make your experience a success. Treat them and your host site crew with kindness and gratitude and clean up your work areas. We are guests in the space and want to be respectful.