**Inspiring Futures: Campaign Celebration**Program Production Flow
Boise Centre - January 24, 2015

| **Time** | **Program Notes** | **Stage Directions** | **Script** | **Multi-Media** | **Lighting** |
| --- | --- | --- | --- | --- | --- |
| 5:00 p.m. | Doors open for VIP social; coat check and nametag table in lobby; VIP guests make way directly to Waters Room |  |  |  |  |
| 5:30 p.m. | VIP social begins in the Waters Room |  | Co-Chairs and President Staben speaking | Campaign logo on screen until president describes recognition gift then show the photo of that gift; Campaign “bloopers” video at end of program; back to campaign logo | -General room lighting |
| 6:15 p.m. | Joe Vandal at registration area; greeting guests as they arrive |  |  |  | -Reception lighting-Warm podium-Lights on bars |
| 6:30 p.m. | Social begins; all bars open in dining room. Guests will be getting nametags and checking coats in the lobby then moving into the dining room |  |  | Campaign logo on video screens in dining room | -Reception lighting-Warm podium-Lights on bars |
| 7:14 p.m. | Background music stops; MC makes announcement to be seated | Fisher at podium | Ask guests to be seated | Live footage of program stage on screens | -Reception lighting-Lights on podium-Bar lights down |
| 7:15 p.m. |  | Fisher steps off stage joins head table |  |  | -Reception lighting-Warm podium-Bar lights down |
| 7:17 p.m. | Marching Band enters through south doors and files to front of program stage; president, first lady, co-chairs in place at head reserved table Marching Band performs in front of program stage |  |  | Live footage of Marching Band in front of program stage on screens | -Reception lighting-Warm podium-Lights on Marching Band in front of program stage-Bar lights down |
| 7:25 p.m. | Marching Band exits to stage left to dance floor in front of entertainment stage; start of scripted program | Fisher at podium | Fisher: Welcome remarks; self-introduction; special guest introduction (TBD); introduce “Campaign Success Video” | Live footage of program stage on screens | -Program lighting-Lights on podium-Bar lights down |
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| 7:29 p.m. | “Campaign Success Video” | Fisher steps off stage |  | “Campaign Success Video” plays on screens | -Lights dim-Warm podium-Bar lights down |
| 7:32 p.m. |  | Fisher at podium | Fisher: introduce campaign co-chairs, Rich and Sharon Allen and Jeff and Kris Stoddard | Live footage of program stage on screens | -Program lighting-Lights on podium-Bar lights down |
| 7:33 p.m. |  | Fisher steps off stage; Allens/Stoddards at podium | Allens/Stoddards: welcome remarks; campaign accomplishments; announce total $ raised | Live footage program stage on screens  | -Program lighting-Lights on podium-Bar lights down |
| 7:38 p.m. | Marching Band: (on dance floor in front of entertainment stage) co-chairs will ask for a drum roll please; amount raised announced; Fight Song as soon as amount is announced | Allens/Stoddards remain on stage for Fight Song |  | Live footage of Marching Band in front of entertainment stage on screens | -Reception lighting-Lights on podium-Bar lights down |
| 7:40 p.m. | Marching Band stays in place on dance floor | Allens/Stoddards exit stage; Fisher at podium | Fisher: introduce President Staben | Live footage of program stage | -Program lighting-Lights on podium-Lights off Marching Band-Bar lights down |
| 7:40 pm. |  | Fisher at podium |  | Live footage of program stage on screens | -Program lighting-Lights on podium-Bar lights down |
| 7:41 p.m. |  | Fisher steps off stage during Staben remarks; Staben at podium | Staben: scripted remarks: success of campaign; statewide impact; looking to the future | Live footage of program stage on screens | -Program lighting-Lights on podium-Bar lights down |
| 7:46 p.m. |  | Staben exits stage; Fisher at podium | Fisher: introduce video | Live footage of program stage on screens | -Program lighting-Lights on podium-Bar lights down |
| 7:47 p.m. | “Individual Impact Video” | Fisher steps off stage during video |  | “Individual Impact Video” plays on screens | -Lights dim-Warm podiumBar lights down |
| 7:51 p.m. | Message: How the campaign has impacted students; recognize VTD students as an example of student work at the UI | Fisher at podium | Fisher: introduce VTD students/faculty; introduce video | Live footage of program stage on screens | -Program lighting-Lights on podium-Bar lights down |
| 7:51 p.m. | Stranger Neighbor in place on entertainment stage |  |  |  |  |
| 7:52 p.m. | “Statewide Impact Video” | Fisher steps off stage during video |  | “Statewide Impact video” plays on screens | -Lights dim-Warm podium-Bar lights down |
| 7:59 p.m. |  | Fisher at podium | Fisher: closing remarks; introduce Stranger Neighbor; stand for Alma Mater | Live footage of program stage on screens | -Program lighting-Lights on podium-Lights on entertainment stage when Stranger Neighbor introduced-Bar lights down |
| 8:00 p.m. | Marching Band performs Alma Mater, then Fight Song in front of entertainment stage | Fisher steps off stage and joins President and co-chairs at head table |  | Live footage of crowd on screens | -Program lighting-Warm podium-Lights on Marching Band-Bar lights down |
| 8:03 p.m. | Stranger Neighbor performance begins; buffet dinner open; dance floor open |  |  | Live footage of Stranger Neighbor performance on screens | -Reception lighting-Lights on entertainment stage-Buffet lights up-Bar lights up |
| 9:30 p.m. | Buffet closes |  |  |  | -Buffet lights off |
| 10:00 p.m. | Stranger Neighbor performance ends; bars close |  |  | UI Seal | -Reception lighting |
| 10:15 p.m. |  |  |  | Dark | -Room lights up |