

# Setup Schedule

Updated - February 26, 2011

Date/Day	Morning	Afternoon - Evening
<p>Monday Oct. 10</p> <p><i>2 Days Before Opening Session</i></p>		<p>Unload Trailer; begin unpacking Clear space under stage Clean cable "trough" Assemble &amp; erect Stage Wall Hang Video Screen Assemble A/V Riser and Table</p>
<p>Tuesday Oct. 11</p> <p><i>Day Before Opening Session</i></p>	<p>Hang "Truss" -</p> <ul style="list-style-type: none"> <li>• Speakers</li> <li>• Lights</li> <li>• Camera</li> </ul> <p>Projector Setup Audio / Visual / Recording Resource Room Setup Outside Props</p> <ul style="list-style-type: none"> <li>• Banners</li> </ul> <p>Children's Classroom Childcare Room Meeting Rooms (tables and chairs)</p>	<p>Set up Chairs Set up Coffee area Initial Stage Decorations</p> <ul style="list-style-type: none"> <li>• Menorah</li> <li>• Banners</li> <li>• Lectern</li> </ul> <p>Hall Decorations –</p> <ul style="list-style-type: none"> <li>• Chuppah</li> <li>• Sukkah</li> <li>• Banners</li> <li>• Entry</li> <li>• Wall behind chairs</li> </ul>
<p>Wednesday Oct. 12</p> <p><i>Day of Opening Session</i></p>	<p>Final Stage Decorations Lost and Found</p>	