

Summer Music Festival

Lesson 4: Programming



twinkl

The Programme of Events

Now, you should have your site planned, some artists booked and some idea of how you want your festival to feel. It's time to structure a plan of your festival. Use the Programme Planning sheets to organise your festival weekend. Try to think about the following things:

- the number of concerts you will have;
- each artist will need 30 minutes sound-checking time before their concert begins;
- the number of artists you will have on at each concert;
- the start and finish time of the concerts;
- whether you will leave some gaps in concert meals times and if you will have any other 'down times';
- What will be happening in other parts of the festival site and at what times?

Presenting the Programme

Now, you need to think about how you will present your programme.
Here are some things to think about:

- How will you list your events? Will there be a visual timetable similar to a TV schedule?
- Will you list stages or areas separately?
- Will your festival goers have something to do at all times?
- Will you use a computer to create your programme?



Detailed Timings for Artist and Crew

Deciding the times of a concert is one thing, but that's not enough detail for the performers, sound crew, lighting crew, MC, event stewards and stage crew.

Plan your running orders in more detail using the following details:

- Time for a 30-minute sound check for each performer (usually in reverse order of the concert) with a 10-minute break in between sound checks.
- Timings of the actual performances should include a 5-minute break in between artists where instruments/set-ups are changed and the MC will talk to the crowd.

