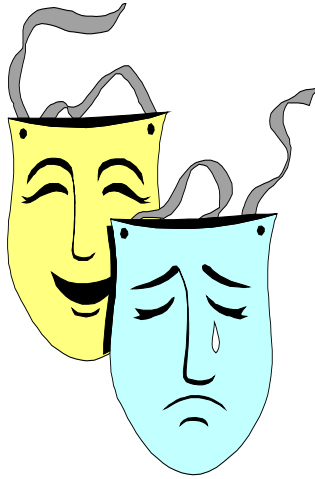


INSTRUCTIONS FOR THE CONTESTANT AND THE COACH

The following guidelines include rules and specifications for contest administration at Area and State levels. Complete instructions for OAP may be found in the 2008-09 edition of the *PSIA Middle School One-Act Play Handbook*.



- **ENTRIES.** Students in grades 6, 7, and 8, OR ages 11, 12, and 13 by Sept. 1 of the current school year, if in an ungraded school, may enter the One-Act Play Contest. Exceptions may be made for student entries up to 2 grade levels below grade 6. As many as **15 actors, plus four crew member** students from may be entered in this contest from each school. Schools that consist of any of the three specified grade levels may participate.
- **COMPETITION SCHEDULE/ ADVANCING TO STATE.** Schools will be assisted in locating and forming an area competition. **Area OAP competition may be held between February 13 and April 11, 2009.** Six or Seven plays from across the state will advance to the PSIA OAP State Meet. Ideally, one play will advance from each of six OAP meets held throughout the state. **FINAL** alignment will be determined following the deadline for receipt of OAP Title Registration Forms—**December 21.** (Check the PSIA website under “Districts and Areas” for updates on area competition dates/places, to be posted periodically: www.psiacademics.org)
- **REGISTRATION DEADLINE.** Inform the Area and State Directors by **November 1** of your school’s intent to participate in OAP competition, in order that alignment may be set for competition. Submit play scripts of plays not on the official list found in the handbook, including original plays produced by the campus students and/or teaches, by **December 1.** **If more than one play is submitted for approval, a \$10 reading fee per play is required.** All Play Title registration forms for OAP are due in to the state office on or before **December 21.** (Registration form follows this section in the handbook)
- **PERSONNEL.**
 1. **Coach / Director.** Any person may serve as coach / director of a PSIA One-Act Play. Preferably, the director would be a certified drama instructor.
 2. **Stage Manager.** Any person from the host school may serve as stage manager. This person should be knowledgeable of all aspects of the stage: dimensions, lighting, curtains, props, etc.

The hosting coach may not serve as contest manager. **The State OAP Assistant Director or State Director** is responsible for hiring a judge or judges and enforcing rules of the contest. (Further explanation of the stage manager’s function is found in the OAP handbook.)

3. **Judge.** One or three certified drama teacher(s) or a certified critic judge. (See handbook for detail.)
 4. **Time Keepers.** Two persons representing two different participating schools, or two people who represent no school in the competition. One will be stationed backstage. The other will sit in the audience and keep time.
 5. **Backstage Crew.** Doorkeepers, ushers, and box office personnel as needed.
- **PLAY SELECTION.** OAP coaches may select a short or long play from the lists provided in the *OAP Handbook for Middle Schools*. If another play is selected, it must meet these criteria:
 1. It should be published by one of these approved publishers (addresses / phone numbers in OAP handbook): Anchorage Press, Baker’s Plays, Broadway, I.E. Clark, Dramatic Publishing, Dramatists Play Service, Samuel French, and New Plays, Inc. (Other publishers may be accepted by committee approval only if the play title and script are submitted to the state office by **December 1.**)
 2. Original plays written by students/schools under teacher direction may be considered by state committee.
 3. Written request for approval of a play not on the list must be made to PSIA by **December 1**, including schools’ original plays.
 - **ROYALTIES.** Proof of payment of royalties must be submitted at each level of competition.
 - **PLAY TIME LIMIT.** The presentation time of the OAP must not exceed **40 minutes.** Scene changes within the progress of the play are included within the 40-minute time period allowed.
 - **TIME LIMITS TO SET AND STRIKE.** **Seven minutes** are allowed to set up the stage, and seven minutes are allowed to strike the set following the play presentation. These times are separate from play presentation time.
 - **TIME LIMITS ON MUSIC ELEMENTS.** **Up to 10 minutes (optionally documented)** shall be allowed for **music/sound effect elements.**
 - **STAGE SET.** Instructions for constructing the basic OAP stage set are found in the appendix of the *OAP Middle School Handbook*. Any pieces of the approved basic stage set may be used in the play production. The host school may



provide the stage set, or the pieces needed by an individual school may be brought to contest. **Guidelines for stage sets are printed exactly as they are in the UIL rules. A lengthy explanation has been provided in order to ensure that stage sets will be**

within required standards. Each school will have no more than a 10' X 10' space in order to store stage pieces behind stage prior to and following performance.

- **THE BASIC SET.** The basic set to be used for all one-act play contests may consist of a standard box set of draperies, or arrangements of wing and backdrop draperies, or a curtain cyclorama, and such standard stage door and window units as are necessary including screen doors or other special doors suspended from standard, single door frames, and may include the approved unit set as described in the current *PSIA Middle School One-Act Play Handbook*. A standard light plot of six, nine or more areas should be provided, **IF POSSIBLE**. The contest manager may borrow an intercommunication system and such lighting equipment and controls as necessary for the standard light plot. Lighting instruments or the control systems set specifically for one play, including the host school, requires approval as an addition to the basic set unless the same or equivalent equipment, adjusted to meet their needs, is made available to all entries.
- **ADDITIONS TO THE BASIC SET NOT REQUIRING APPROVAL.** The following (i) through (v) shall be used upstage of the house curtain/proscenium unless architectural necessity dictates otherwise. The Contest Manager may submit a request to the State Theatre Director for permission to use the area downstage of the house curtain/proscenium for unit set or any other scenic device due to architectural necessity. Approval of this request shall serve as a blanket approval for all schools competing at that site.
 - (i) Four portable, single-source lighting instruments, excluding intelligent/robotic lighting, or two 6' strip lights, or two single source and one strip light may be used. These instruments shall not exceed 1000 watts each and must be hand-held or safely mounted from the floor on either a static light stand or any part of a unit set element, not to exceed 8' in height, provided and controlled by the performing company.

(ii) Two 8' x 10' unframed soft goods/cloth type backdrops, scrim, curtains or projection screens, hand-held or suspended on battens between unit set elements and to be used in separate locations. Backdrops shall not be used to extend unit set flats as walls. No more than two portable projection sources including stage lights with static Gobos may be used with the unframed backdrops, curtains, scrim or projection screens or unit set elements to project static images. Soft goods/clothtype trim elements, including flags, cloth/floral trim, clotheslines and banners, may be hand-held, used on (v) below or used on or with unit set element (as a substitute for all or part of the above), but shall not exceed the square footage described above. Hand held poles for flags or banners are limited to 8' tall. Such goods shall not cover more than 50% of the visible surface of any unit set element or (v) below, but shall not be used as downstage masking of unit set platforms.

No combination of the above unframed units or trim shall exceed 160 square feet, nor shall any piece of trim exceed 10 linear feet.

(iii) Capitols on unit set pylons which shall not exceed more than one foot in any direction from the top edge of the pylon and which shall be constructed of lightweight material that shall not damage the pylons.

(iv) Six self-supported trees, each not to exceed 4' wide by 8' high, and six self-supported bushes, each not to exceed 2' wide by 3' high, each of which are lightweight, portable, shiftable, storable and easily transportable.

Two-dimensional cutout trees or bushes may be suspended from unit set elements, but shall not cover more than 50% of the visible surface of each element with the exception of unit set pylons, which may be covered.

(v) Twelve linear feet of non-metallic fence or railing with sections not to exceed 4' high by 8' long by 6" wide, to be self-supported or used in conjunction with unit set elements and soft goods/cloth-type trim elements in (ii) above, but shall not be used to elevate unit set elements. Such sections shall be lightweight, portable, shiftable, storable and easily transportable. Lattice shall not be used.

- **ADDITIONS TO THE BASIC SET REQUIRING APPROVAL.** If special lighting instruments, video and film projections, scrim, drops, step units, platforms, curtains, draperies, trees, bushes, ground-rows, flat scenery or other scenic pieces are desired, except as noted above), the director shall postmark or deliver to the PSIA State Office on or before **December 21** the play title, author, exact scenes from or adaptation of the play and each of the following, on 8-1/2"x 11" paper:

INSTRUCTIONS FOR THE CONTESTANT AND THE COACH *CONTINUED*

(i) A scale drawing of the complete ground plan of the proposed set.

(ii) A scale drawing of each proposed addition to the basic set.

(iii) A full description of materials to be used in construction of each proposed addition to the basic set.

(iv) A full description and justification of the intended use of each proposed addition to the basic set.

No consideration will be given to any request for additions to the basic set unless items (i)-(iv) are submitted.

(Additions to the basic set do not include stage properties.

(H) Firearms or Explosives. No starter pistol, real gun, rifle, pellet gun, air gun or pistol shall be used in any way, regardless of whether or not the firing pin is removed. Toy, wooden or model firearms may be used. Discharge of a firearm, cap pistol, starter pistol or any explosive in connection with a contest play shall not be permitted.

(I) Prompting. Scripts shall not be used on-stage. No prompting of actors shall be allowed during the performance by anyone off-stage or out of the acting area. (Scripts may be used in off-stage areas or for technical purposes so long as they are not used for prompting an on-stage performer or live off-stage voice.)

• **THE DIRECTOR DURING PERFORMANCE.**

One director or assistant is permitted in the light booth, but no adult is permitted backstage or offstage areas during the contest performance of their play. Directors are permitted in these areas during the set and strike periods.

• **LIGHTING ASSISTANCE.** Middle school students shall be allowed to have one adult assistant in the lighting and sound booth during the play presentation.

• **STANDARDS FOR JUDGING.** 60% of the value of the judgment will be based on **ACTING** (voice, characterization, movement, contrast, ensemble, timing, and motivation). 40% will be based on **DIRECTING AND STAGE MECHANICS** (set, lighting, sound, make-up, costume, business, tempo, composition and theme.) An elaboration of this criteria may be found in the OAP handbook.

• **AWARDS.** Plays shall be ranked to third place, unless only four plays compete in a contest. All plays not ranking through third place receive fourth place awards.

If only 4 plays compete, the first and second place plays will be announced, and the other two receive third place ranking. All students should be recognized for their accomplishments.

Individual awards are as follows: Best Actor / Best Actress; up to 10 All-Star Cast Members; and up to 10 Honorable Mention All-Star Cast Members. Present awards from lowest to top ranking play. OAP is a separate PSIA program, and points earned are not added to the district academic tournament points for rankings.

• **FEES.** 1. District / Area / State contest administrators may charge an admission fee each time plays are presented to the public. This fee will help to defray the cost of facilities, personnel, equipment, royalties, etc.

2. The admission fees at the Area or State One-Act Play Meet MAY be \$5.00 for adults and \$3.00 for students.

3. Area directors or One-Act Play contest managers may assess a fee to each participating school to cover the cost of hiring a judge or providing facilities. **Please be aware that this fee could be more than \$200 per school.**

4. A **NO-SHOW fee of the proportional divided cost of the play facilities rental and judging fees** shall be collected by the district director, state director, or contest manager from **schools that fail to give notice by January 1** if they have been scheduled to compete and are unable to make it to the tournament.

• **DISQUALIFYING ACTIONS.** Please note that a page 2 has been added to the Play Registration Form, which follows. This form must be signed by a school administrator and be provided to all parents of participants.

• **DRAMA DIRECTOR RULES CHECKLIST.** See page 16 of the PSIA Academic Handbook or page v of the One-Act Play Handbook for Middle Schools for this important time-line checklist and rules for drama coaches.

Looking for a Certified Critic Judge? Go

to <http://www.uil.utexas.edu/aca/drama/judge.html> for a good list of this year's judges.

Need additional resources? Go to

<http://tetatx.com/>
Texas Educational Theatre Association provides helpful information about preparing students for drama competition.



2008-2009 PSIA One-Act Play Title Registration Form

Date of Entry: _____

If your PSIA Membership / Participation Form indicates that you may participate in One-Act Play this school year, please complete the following information. Mail to PO Box 2481, Grapevine, Tx 76099, or FAX this page **with p. 2** to PSIA (817 421-0929) by **December 21**. NO ENTRIES WILL BE ACCEPTED AFTER THIS DATE.

School: _____ AREA # Requested: _____

One-Act Play Coach/Director: _____

Assistant Director(s) (2 optional): _____

Address: _____

City, State Zip: _____ Email: _____

Phone: _____ Fax: _____
Area Code Area Code

Play Title: _____ Author: _____

Play Publisher: _____

*If play is not on the approved list found in the **One-Act Play Handbook**, please send a script to the PSIA state office by **December 1**. A PSIA committee will determine if the play is appropriate and notify you by **Dec. 15**.*

CAST: Name up to 15 students to portray characters in your play. Substitutions may be made up until the tournament. Please notify your OAP Contest Manager for your area if cast member changes are made.

CHARACTER / POSITION

STUDENT'S NAME

1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____

Crew Members (up to 4) Name /Position: _____

ONE-ACT PLAY DISQUALIFICATIONS

PAGE 2 of Official Play Entry

This page, signed by the OAP coach, must be returned to the PSIA State Office (fax # 817 421-0929) along with the Play Registration Form.

Disqualifying factors for a One-Act Play group are as follows:

- Failure to Meet Deadlines for Submissions:
 - 1) **November 1**– submit to state office an email and phone number of the name of the contact person for One-Act Play from the school (completed slots on membership form will suffice to provide initial intent to participate in OAP)
 - 2) **December 1** – deadline for submitting modified play scripts to the state office that are not on the approved lists
 - 3) **December 21** – deadline for submitting additions to the approved set to the state office
 - 4) **December 21** – deadline for submitting play title registration information form to the state office.
 - 5) **January 1** – deadline for dropping out of the competition without full penalty
- Failure to provide receipt for royalties paid (if applicable)
- Failure to pay the school's portion of the meet fee expenses prior to the tournament
- Going over the 7-minute time allotment for either setting or striking the stage
- Going over the 40-minute time allotment for the play presentation
- **Going over the 10-minute time allotment for music and sound effects.**
- Prompting: Verbal or body gesture signal from any adult to an actor/actress/crew person while the contest is in progress are not allowed. (This includes signals from the light/sound booth from the one adult who is allowed to assist the crew person in the booth.)
- Prompting: Written - No script, portion of a script, copy of a script, or any other written reference may be used or viewed on or behind stage by any person, except one crew member, who shall use this script only for cues to the light/sound booth.
- No adult may be behind stage or on stage while the play is in progress. Scene changes during the performance must be managed by students. Adults may assist in the setting and striking of the stage only.
- Use of profanity and/or use of references to a deity (examples: God, Christ) as expletives is prohibited. Use of words such as “damn” as an expletive must be revised for presentation.
- Unauthorized persons in the dressing area – Only contestants (not understudies) and a maximum of 3 directors or designated assistant directors are allowed in the dressing area.
- Ineligible students – Only students in grades 6-8 may compete. Exceptions for students up to 2 grade levels below grade 6 will be made only on a limited basis.
- Using more than 15 cast members.
- Unapproved set – The addition of set pieces that do not meet the specifications delineated in the *PSIA One-Act Play Handbook for Middle Schools*, or the addition of any pieces that are not specified without approval from the state office.
- Failure to follow the PSIA Code of Conduct. (See page 9 of the *PSIA Academic Handbook* and page 18 of the *PSIA Middle School One-Act Play Handbook*)

All play groups that compete at the area or state meet should be recognized and receive the judge's critique, even if disqualified. Awards, however, may not be given to individuals in a disqualified group.

The signature below verifies that the information above has been reviewed and shared with contestants and parents participating in the PSIA One-Act Play Contest.

Signature

Title/Position

Date