

## SCHOOL WORKSHOP SET-UP

### TorQ Percussion Quartet

#### Performance Details

- Number of Workshop Hosts: 4
- Preferred space: **20' by 20'**
- Minimum area required: **15' by 10'**
- Recommended for grades: **K-12**
- **Maximum size for this workshop: 30 students**

#### Time

- Artist(s) Arrival/Set-Up Time: **60 mins**
- Workshop length: **55 mins**
- Q&A time: **5 mins**
- Artist(s) Load Out Time: **30 mins**
- **Total Time: 2 hrs, 30 mins**

*Note: Times are approximate and may vary*

#### PERFORMANCE REQUIREMENTS

- Change room/storage room for equipment
- ***NOTE: Due to union and copyright regulations, the taking of photos, audio or video recording is prohibited unless permission is received in advance from the artist/company***

#### Set Up Checklist

- Distribute study guides to colleagues
- Reserve workshop space for total time (listed above)
- Ensure load-in is accessible directly from artist vehicle to workshop space
- Reserve parking for 2 vehicle
- Arrange for bells, announcements, PA systems to be turned off during performance
- Ensure space is cleaned and cleared prior to artist(s) arrival
- Greet artist(s) at arrival time
- Arrange for students to be seated by the workshop time
- Arrange for teachers to attend and supervise students throughout the workshop
- Arrange to introduce the artist (see introduction below)

**Artist Introduction** — the following is a script you can use to introduce the artist(s) and show.

***Note: TorQ is pronounced 'torque.'***

Please ask the artists how they would like to be introduced.

If you have any questions regarding the school performance set up requirements, please contact us.