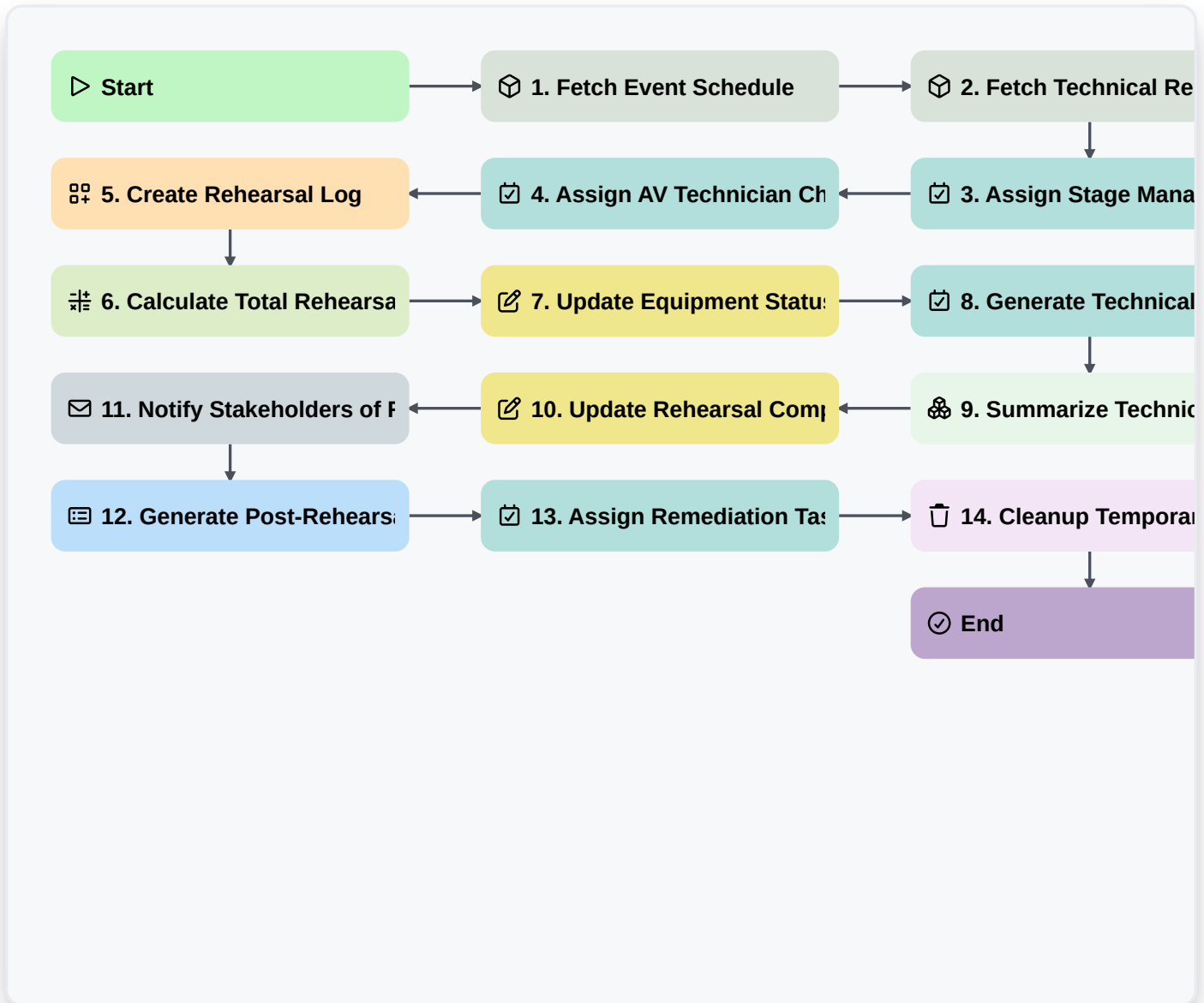


Event Rehearsal And Technical Run-Through Workflow



▶ Start

Start of the Workflow/Process.

📦 1. Fetch Event Schedule

Retrieve all scheduled segments and timings from the Event Master Data Model.

📦 2. Fetch Technical Requirements

Retrieve the list of required AV, Lighting, and Audio equipment from the Technical Rider Data Model.

✅ 3. Assign Stage Manager to Run-Through

Create a task for the Stage Manager to oversee the technical rehearsal execution.

✅ 4. Assign AV Technician Check

Create a task for the AV Lead to verify all audio/visual inputs are functional.

📝 5. Create Rehearsal Log

Initialize a new entry in the Rehearsal Log Data Model to capture real-time notes and issues.



⚙️ 6. Calculate Total Rehearsal Duration

Calculate the total time required for the run-through by subtracting start time from end time.

✍️ 7. Update Equipment Status

Update the 'Ready' status of equipment entries in the Technical Rider Model once tested.

☑️ 8. Generate Technical Checklist

Create a task containing specific sub-steps for testing microphones, projectors, and lighting cues.

🔗 9. Summarize Technical Issues

Count the total number of 'Critical' issue entries created during the rehearsal.

✍️ 10. Update Rehearsal Completion Status

Update the main Event Entry status to 'Technical Run-Through Completed'.

✉️ 11. Notify Stakeholders of Results

Send an email to the Event Producer and Client with the summary of the rehearsal outcome.

📄 12. Generate Post-Rehearsal Incident Report

Create a formal report summarizing all recorded issues and required fixes for the live event.

☑️ 13. Assign Remediation Tasks

Create follow-up tasks for technicians to fix any identified equipment or programming failures.

🗑️ 14. Cleanup Temporary Test Entries

Delete any temporary test-run data entries created during the hardware testing phase.

🏁 End

End of the Workflow/Process.