



TECHNICAL, CREATIVE AND BUSINESS ACHIEVEMENT AWARDS APPLICATION OVERVIEW

Students serving in technical, creative and business roles may apply to be considered for an award to recognize their contributions to their school musical productions.

WHAT AREAS OR ROLES CAN APPLY?

Students (individual or teams) whose work or contributions fit in any of the following areas may submit a digital portfolio to be considered for a technical, creative or business achievement award:

Creative Roles (primarily design or direction focused)	Technical Roles (primarily execution focused)	Business Roles (primarily administrative focused)
<ul style="list-style-type: none"> ➤ Direction ➤ Music Direction ➤ Lighting Design ➤ Sound Design ➤ Scenic Design ➤ Props Design ➤ Costume Design ➤ Hair/Makeup Design ➤ Choreography ➤ Dramaturgy ➤ Other applicable aspect of the production not listed 	<ul style="list-style-type: none"> ➤ Stage Management ➤ Technical Direction ➤ Backstage Crew (props, set, costume construction or maintenance, hair/makeup, etc.) ➤ Board Operations (Lights, Sound, etc.) ➤ Video Production (used as part of the show) ➤ Other applicable aspect of the production not listed 	<ul style="list-style-type: none"> ➤ Marketing and Publicity ➤ Video Production (used for promotion) ➤ Front of House Management (event management, ushers, box office, etc.) ➤ Playbill/Program Design ➤ Other applicable aspect of the production not listed

Please note: Students serving in assistant capacities may also be considered.

WHAT DO I NEED TO DO TO BE CONSIDERED FOR AN AWARD?

There are two components to be considered for a technical, creative or business achievement award.

Step One: Submit a Portfolio

Applying students will submit a self-created, digital portfolio in support of their work on the production. Portfolio deadlines are on a rolling basis based on production dates. Those deadlines are as follows:

- September through November productions – Portfolios due by November 30, 2020 at 4 PM
- December through March productions – Portfolios due by April 5, 2021 at 4 PM
- April and May productions – Portfolios due by April 26, 2021 at 4 PM (If May productions would like an extension, please contact IHSMTA program staff prior to April 26, 2021.)

Portfolio Requirements:

1. 1-2 page personal essay about the student's experience with the production.
2. Supplemental artifacts that demonstrate the student's work on the production. Possible artifacts include scans of renderings, sketches, prompt book, crew or shift lists, lighting plots, videos* and photos. Multiple artifacts are encouraged.

Create Word or PDF documents that include your digital artifacts. Include your name, school and production title in the top left of your artifact document.

*Videos are to be submitted via Vimeo or YouTube with the link provided in each artifact document. If the video is longer than 5 minutes, indicate the start time; the panelists will only review up to five minutes per artifact.

Step Two: Interview with Adjudicator(s)

A brief phone interview will be scheduled between technical adjudicator(s) and the student after the portfolio is received. This is an opportunity for the adjudicators to ask clarifying questions after reviewing the portfolio and for the applicant to provide additional insight into their process.

Interviews are scheduled on a rolling basis based on production dates. Interview dates are as follows:

- September through November productions – Interviews scheduled December 9-10, 2020
- December through March productions – Interviews scheduled April 8, 2021
- April and May productions – Interviews scheduled April 28-29, 2021

Adjudicators will be asked to review the applicant's portfolio and phone interview based on a rubric.

[TECHNICAL, CREATIVE AND BUSINESS RUBRICS](#) (note that rubrics are periodically updated)

NOTE: There is no additional fee to be considered for a Technical, Creative or Business award.

APPLICATION PROCESS

All portfolios must be submitted digitally.

1. Fill out the online [PORTFOLIO SUBMISSION FORM](#)
2. As part of the form, you will be required to upload an electronic version of your personal essay and your artifact document(s).
3. As part of the information form, you will also indicate your availability for your phone interview with the adjudicator panel. Assigned interview times will be communicated to students shortly after the portfolio submission deadline.

Technical, Creative and Business Achievement Portfolio Submission Limit

Please note that each school may only submit up to FIVE portfolios to be considered for a Technical, Creative and Business Achievement Award. The first five portfolio submissions from any one school will be the five portfolios reviewed. Any additional portfolios submitted will not be reviewed or considered for an award.