J O Y C E

Guidelines for the use of
THE JOYCE THEATER REPERTORY LIGHT PLOT IN VECTORWORKS SPOTLIGHT

The Joyce Theater repertory light plot has now been converted for use in Vectorworks Spotlight version 2019. We have created and modified our symbols for use with the Spotlight tools, or the Autoplot Tools for Spotlight. All the label legends that we have created are also included in our repertory plot file.

General Note: Please put everything relating to the lighting needs of your show on the plot. Anything that is lighting related, plugs in and needs power should be on the plot. Please indicate non-dims for devices, set dressing lights, practicals, units hung within set pieces, musician lights and music stand lights, to name a few. The plot becomes our road map of the electrical needs for your show.

1. Please make all changes to the plot information on the existing layers that are in the drawing:
   a. LIGHTS: REP.
   b. FOLLOWSPOTS
   c. TOE RAIL
   d. GROUND ROW
   e. PIT DOWN
2. Please indicate all channel numbers, colors, and purposes for all of the units in our repertory plot that you are using.
3. **DO NOT DELETE** any of the repertory plot information.
   a. This includes any repertory units that you may not be using. Please leave unused units (and their respective unit information) in place.
4. If you are requesting a change to a unit (such as a different lens barrel or a broken two-fer), please use text to indicate the change. For example: "change to 36°" or "break two-fer".
5. Please do not renumber the electrics or the repertory unit numbers. If you need to add a unit to any repertory position, please make them "a" or "b" units and the like.
6. All of the symbols that we have provided in our Vectorworks file may be rotated. If you place a unit on the plot in a particular orientation that does not have a corresponding label legend, please enter all of the unit information, but don't create a new legend for it. We will take care of creating the corresponding label legend after receiving your plot.
7. We do not recommend using the "copy and paste" method for adding units to our plot. Please check your Object Browser for all of the symbols that we have made available for your use. However, if you feel the need to use copy and paste while adding additional units, please be sure to remove the dimmer information on the newly created unit (and change its other information respectively).
8. We request you do not use the "mirror" function when you add units to the repertory plot.
9. Please leave all of the circuiting decisions to us. While we appreciate your help, it is best if you tell us what units you need, their locations, and their channel numbers, and we'll figure out how to get the power to the units.

10. If you are using any non-conventional fixtures (moving lights, strobes, LED's, etc.) that use multiple channels, please indicate the number of channels that the fixture uses in the NUM CHANNELS field of the lighting object information.

11. Please indicate all color, irises, templates, barn-doors, color changers/scrollers, or any other accessories on the plot.

    a. If a unit has more than one color in it, please indicate the second color in the COLOR 2 (or USER FIELD 1) field.

    b. If you are adding an iris to a unit, please put an "O" (the letter, not the number) in the TEMP/IRIS (or USER FIELD 2) field, and place the word "Iris" in the GOBO 1 field.

    c. If you are adding a template to a unit, please put a "T" in the TEMP/IRIS (or USER FIELD 2) field, and place the template number in the GOBO 1 field.

    d. If the unit requires non-dimmable power, constant power, or if you need a relay module, please place a "ND", "CP" or "Relay" in the NON DIM (or USER FIELD 3) field.

12. If you add a unit type that is not already accounted for in our Vectorworks file (and we have a great deal of fixtures in this file), please import the proper Spotlight object, and add the unit to the Key. If you need to add a unit that does not yet have a Spotlight object already created, please let us know and we will help you figure out what the best symbol to use will be.

13. If you are looking to create some sort of special effect, and either have an idea of where you would like to hang the fixture, or need suggestions, please don't hesitate to contact us for advice. Because of the unique nature of the Joyce stage space and the volume of productions that pass through here, perhaps at some time we have had to solve a similar problem.

14. With the advances in Vectorworks and Lightwright, please create the plot first and then export the information to Lightwright (or use the Data Exchange feature). Please DO NOT attempt to merge your Lightwright file with our Vectorworks drawing. If you need a Joyce Rep Lightwright file, it is included in several of our tech packets, or as a standalone file available for download. You can go to the Joyce web site, http://www.joyce.org/facilities-and-equipment and download all the technical files, Vectorworks drawings and Lightwright files.

The Joyce Theater is currently using Vectorworks version 2019. We have included a few different Vectorworks versions of our rep plot for your convenience, but if you need a version that is not included in our tech packet, please contact us.

Please feel free to give us your suggestions. We are constantly looking for ways to improve the advance process so we can be fully prepared for your engagement at The Joyce.