

Annotating a Scene

The stage

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| 1. Scenery | Describe the scenery at the scene's opening and use marginal notes to show where changes are needed. | <i>Bare stage</i> |
| 2. Costumes | Describe the costumes at each character's entrance and with marginal notes where changes are needed. | <i>Traditional costume for the play</i> |
| 3. Sound | <i>Effects:</i> Show with a marginal note at the appropriate line; indicate if the sound is to precede, accompany, or follow a specific word. <i>Music:</i> Identify the music and show with a marginal note at the appropriate line where it is to begin and where it is to end. | <i>No sounds</i> <i>No music</i> |
| 4. Lighting | Identify what kind of lighting is to be used; describe colors and brightness; identify characters to be lit differently from the rest of the stage; use marginal notes to indicate lighting changes or spotlights on characters or objects. | <i>No stage lighting; natural lighting only on stage and house</i> |
| 5. Properties | Identify the props needed for the scene in a separate list at the end of the script. | <i>No props</i> |
| 6. Blocking | Indicate in the margin at the appropriate line where characters are to enter, stand, change position on the stage, and exit. | <i>All actors grouped at center stage down</i> |
| 7. Gestures and Business. | Indicate marginally gestures to be made by the speaker (or by others on stage) and "business," telling which character is to start and stop doing what at what points | <i>No gestures or stage business</i> |

The script

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| 1. Cut lines | Indicate lines to be cut by a single line through the words to be deleted. | <i>All lines as originally printed</i> |
| 2. Rearrange lines | Indicate lines to be moved by arrows or by recopying. | |
| 3. Reassign lines | Indicate lines to be given to different characters by changing the speech label. | |
| 4. Stress | Indicate words or phrases to be stressed by underlining. | <i>Monotone delivery</i> |
| 5. Pauses | Indicate pauses by a double slash: [//]. | <i>No pauses</i> |