class action

Evidence to support Learning Aim B

P2.P3 – PROJECT PLAN (inserted after this title page)

M2, D2
Why was this document useful in the planning and development stages of this project? If you were to repeat this project, how would you improve this document or you use of it? (approx. 250 words)

This document was useful in planning, as it allowed us to what we needed to do next and whether or not we were on schedule. In addition, it allowed us to prepare ourselves for each lesson and rehearsal due to the fact as we knew what we would be focusing on each lesson. This was particularly useful for myself because it allowed me to see what sections we were doing and go and research ideas which would speed up the rehearsal period. Furthermore, it allowed us to approach the script in a way in which we could break it down and begin to set out sections from the start, which was successful in speeding up this process giving us more time to devise. It allowed us to have better time keeping and management as we were able to see the tasks we needed to do and when we needed to do them for. To make our project plan effective from the start we planned this by wrote out a list of all the task we needed to do and them put them in order of importance, this allowed us to focus on the tasks we needed to get done first and keep up to schedule. To improve our project plan, we needed to be more realistic on when we would be able to do it by because when we weren't able we felt like we were behind and we started to miss out important tasks. In addition, we should have adjusted the parameters as we did it so that we could have realistic deadlines and this would have mean that we didn't have the tasks bulling up at one point and have to complete them all at once. This could have also mean that the tasks wouldn't have been as thought through and may have been rushed. Furthermore, we didn't necessarily need to do things in chronological order, we could've have prioritised the things that would have taken the longest to do, this would have mean that we didn't have the big tasks at the end of the plan and so we could've have spent the time we did on the tasks on actually developing our performance.

M2

D2

Evidence to support Learning Aim B

P2.P3 - COMPANY STRUCTURE (inserted after this title page)

M2, D2
Why was this document useful in the planning and development stages of this project? If you were to repeat this project, how would you improve this document or you use of it? (approx. 250 words)

This was a useful document as it showed each individual within the group what they were in charge of as well as showing everyone to take responsibility. It was important that we were able to justify why everyone should get the role they did because they should have the best suited characteristics as possible. For example, the group new I took English literature so was very familiar in writing reports both creative and critical so I was able to use this to write about our play engaging people to come to our performances. Furthermore, it will expose when someone isn't doing their allocated jobs and can find way to help people out and help spread of the burden. I think this is important as some people may struggle with the work more than others so part of being in a company is that we need to work together. In addition, it meant that someone could not say they didn't know and argue back as negotiation doesn't happen after this process and you must just do the work allocated. This would stop any disputes and put everyone in their place. I believe it allowed us to be more disciplined because it related with the delaines and states what they are. To improve our document, we need to be more firmer with the consequences of not doing the work because people weren't doing the jobs on time or didn't know the deadline. One way we could've solved this was to email he document round or print it off for everyone or put a copy in the rehearsal room so they could check it easily. Furthermore, we need to make sure that when we assign jobs that they have a list of things of what they are required to do.

M2
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M2, D2
Why was this document useful in the planning and development stages of this project? If you were to repeat this project, how would you improve this document or you use of it? (approx. 250 words)

This allowed us to all see what we were good at and what we need to improve during this process. It helps to know how to make thing better by showing peoples talents so they can be incorporated, in addition to knowing who to assign jobs that needed doing such as music etc. For example, due to the fact I had been channelling most of my work on marketing the group felt that music would be more of an active creative role I could take on and played well to my strengths. However, I felt that this document did not make the best impact on the group. I think this is because we were devising a lot as we were going through in the lesson and we didn't plan much. However, if we had planned better we could have found a way to incorporate everyone's strengths within the piece and worked on people weaknesses when we were developing. Therefore, this would be successful ay of imposing the usefulness of the document. In addition, we could have had this document with us when we were devising so when we ran out of ideas we could use people strength or we could have written out a list of techniques or assets we could use throughout the play and then the person whose strength it was would have directed it. This would have given us more varied skill and we would have improved in our weaknesses in it. I believe this document is very important as it allows you to identify the assets from your group which will make it successful and effective. Overall, I felt hat the document itself was useful and well produced however we did not use it in a way which maximised the efficacy.

M2

D2

class action

Evidence to support Learning Aim B

P2.P3 – PRODUCTION SCHEDULE (inserted after this title page)

M2, D2 **Why was this document useful in the planning and development stages of this project? If you were to repeat this project, how would you improve this document or you use of it?** (approx. 250 words)
I found that this was a useful document as it made us realise the understanding behind the value of the process. It also allowed us to have a plan of what we were going to do and when we wanted to get it completed by this was to help us be on top of the work. this schedule was also useful because it allowed us to balance out the work, because the majority of the class has exams during this process it was crucial that we could map out when we would be away and when being the best time to do important things such collecting the props. Furthermore, it allowed much better communication within the group as people knew what tasks they needed to do so everyone was much more transparent with what work needed to be done. I think to improve the use of the document would benefit us a lot better, for example checking every rehearsal where we were up to and make sure that everyone is on top of the work on our Wednesday meeting. I believe I would find this very useful as I often worry about deadlines and manging my time well and this is something I need to improve. In addition, I think it will help me to be more realistic in my deadlines and will allow me to have the maximum time to do the best work I can. I think if people were to stick to the production schedule the process wouldn't be as stressful as it has been and it would have been more enjoyable.

M2
D2

class action

Evidence to support Learning Aim B

M2, D2
Why was this document useful in the planning and development stages of this project? If you were to repeat this project, how would you improve this document or you use of it? (approx. 250 words)

I found this document very useful as it allowed me to keep focused and work hard. it also allowed me to see deadlines I was not sure about. The agendas are useful as they keep you focused on the work you need to do and the minutes were successful in helping to plot the development outside of the creation of the work. Personally, the agenda made me realise the importance of time management and found that he deadlines made me feel more secure about my work. Furthermore, the minutes allowed us to be more reflective on what work we had done and we could go back and see what went wrong or what tasks needed to be done. The fact we were able to be reflective mean that we could build on our weaknesses and change things such as lack of attendance to benefit the group. I think that as a group minutes and agendas we made were successful however we didn't use them to track or progress or see what we needed to do for the next lesson and I believe this is the key purpose of them. In addition, it helped a few times when people argued that they didn't agree to do something and then it was written on the agenda and they would have to do it so it saved a lot of time. To improve our skill, it would have been beteer as a group we read through the minutes before the lesson so we know what we had agreed and can continue to work.

M2
D2