

# New York City College of Technology

## Entertainment Technology Department

### Steps in Rigging a Stage Electric<sup>1</sup>

1. Have all paperwork (i.e. light plot and instrument schedule) prepared and available.
2. Check equipment inventory or shop order for correct equipment and accessories. All equipment must be checked as to working condition *prior* to rigging call.
3. Have all necessary tools on hand.
4. Locate the correct line set for the electric from the light plot.
5. Fly the pipe in to working height on the deck (approximately 48 inches).
6. Set out lighting instruments (units) in order beneath the pipe and mark the exact locations on the pipe. Take the measurements off the light plot. 18 inches is the standard distance between units unless indicated otherwise.
7. Clamp all units to the pipe with stud bolts facing the same way (generally away from the direction units will be focused). All units usually point down at the deck at this stage of the game.
8. Attach safety cables on yokes to the pipe.
9. Open all shutters, check the lens tubes and other focusing controls, and leave them finger tight.
10. Make sure each lamp is the correct type and wattage.
11. Cable all units and patch them into circuits. Tie the female connector with tie-line so it is directly above the unit. Do not tie the tail of the unit to the pipe (male end).
12. Write the circuit number in the correct column on the instrument schedule.
13. Label all connectors using black gaffer's tape and marker with the circuit number or a unique code letter. Fold 1/2 " of the end of the tape for easy removal.
14. If possible, test each unit before it is flown out. Troubleshoot the units that do not work.
15. *After all units are patched individually*, tie the cable along the pipe in a bundle. Use tie-line every two feet or so and be careful not to interfere with the units or the ability to focus them later.
16. Fly the electric to trim height and label the rope at the rope lock for trim.
17. If there is a cable bundle on the pipe, spot a line to it and fly it out above the pipe.
18. Patch the circuits to the dimmers, if necessary.
19. Enter the "soft patch" into the computer control board (dimmers to channels).
20. Bring each control channel to 50% to test each unit on the electric.
21. Troubleshoot all units that do not work.
22. The electric is now ready to focus.

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<sup>1</sup> Note: This sheet assumes that you are hanging an electric using a counterweight rigging system, but most of the steps are the same whether you are hanging on a truss, or other lighting positions.